

BOARD OF SUPERVISORS
MINUTES OF MONTHLY MEETING
APRIL 8, 2014

The monthly meeting of the Longswamp Township Board of Supervisors was held at the Longswamp Township Municipal Building, 1112 State Street, Longswamp Township, Mertztown, Pennsylvania, 7:00 p.m., prevailing time as previously advertised and posted.

PLEDGE TO THE FLAG/ROLL CALL

Officials Present: Steve Wyka, Chairman; Vice Chairman Michael Sacks; Randy Sicher, Supervisor; Jill Smith, representing the Engineer; Jill Nagy, Esquire, representing the Solicitor; David Fatzinger, Treasurer; and Jennifer Wassell-Bonser, Secretary.

CALL TO ORDER

Chairman Steve Wyka called the meeting to order at 7:00 p.m. and announced the reading of the minutes of the regular meetings of March 11, 2014 and March 25, 2014 would not take place. Draft copies of those minutes were available in the Meeting Hall.

APPROVAL OF MEETING MINUTES

Randy Sicher made a **motion** approving the Minutes of the regular meeting of March 11 and March 25, 2014 as presented; Steve Wyka seconded the motion. All in favor.

APPROVAL OF TREASURER'S REPORT

The Township Treasurer reviewed the Treasurer's Report for the month of March, 2014 as presented for the Board of Supervisor's further review. The Treasurer's Report for the month of March, 2014 indicated \$482,616.17 total Township General Funds for the period, \$1,108,575.70 total Township Additional Funds for the period, for a total of \$1,591,191.87 in Account Funds for the period.

Randy Sicher made a **motion** accepting the Treasurer's Report for the month of March, 2014 subject to further audit; Mike Sacks seconded the motion. All in favor.

The Township Treasurer informed the Board that the 2013 Annual Audit and Financial Report is complete and available for their further review.

ANNOUNCEMENTS

Chairman Wyka announced the Township Office will be closed on Friday, April 18, 2014 in observance of the Good Friday Holiday.

Chairman Wyka also announced flyers are available at the podium for the Berks County Solid Waste Authority 2014 Special Waste Collection Spring Events, as well as flyers detailing various upcoming events to be held and sponsored by Senator Mensch. Steve also informed the audience in attendance that the Berks County Conservation District will be conducting mosquito surveillance and West Nile Virus monitoring in the Township through October 1, 2014.

PUBLIC COMMENTS

The Township Engineer responded to a concern raised by **Mr. David Helwig** relative to the isolation distance for the Berks County Cell Tower from neighboring properties. Jill Smith confirmed the tower has a 300'+ fall zone easement, corresponding to the height of the tower.

Brandywine Heights Area School District Superintendent, Dr. Andrew Potteiger, introduced himself and extended words of gratitude for the various forms of communication between the Township and school district. Dr. Potteiger also expressed words of thanks for the Township Road Crew's snow removal efforts through-out the winter. Dr. Potteiger noted the snow removal response by the Township Public Works Department was key in assisting with the school district administration's decision-making process related to student transportation and road conditions on snow days.

Vice Chairman Mike Sacks reviewed details related to an emergency response event he recently attended which was sponsored by Senator Bob Mensch.

ENGINEERING AND PLANNING COMMISSION REPORT

Meck Annexation – Final Plan Approval

The Township Engineer reviewed details related to a Final Plan submission for the Meck Annexation Minor Subdivision. Jill explained the plan proposes to adjust the lot line between Lot 1 owned by Mr. and Mrs. Michael Meck and Lot 2 owned by Ms. Annabelle Solt by approximately 50 feet with no additional development proposed. Jill noted the Planning Commission reviewed the plan and recommended conditional Final Plan approval be granted subject to satisfactory completion of outstanding items listed in Hanover Engineering's review letter dated March 28, 2014.

Jill also referred to a waiver request letter provided by the Developer's Engineer and informed the Board it was the Planning Commission's recommendation to approve the waivers as outlined in Hanover Engineering's review letter.

Mike Sacks made a **motion** granting waivers as requested by the developer and outlined in Berks Surveying & Engineering, Inc. waiver request letters dated March 10 and April 1, 2014, as well as Hanover Engineering's review letter dated March 28, 2014 for the Meck Annexation Minor Subdivision Plan as recommended by the Planning Commission. The waivers requested are for SALDO Sections 402.C and 403.C requiring submission of a Context Map, a partial waiver for SALDO Sections 402.D and 403.D to not have to show all information for Lot 2 and the surrounding area within 200' of the site, and SALDO Sections 402.D.2.a and 402.D.2.b to not have to show two-foot contours for Lot 2 and steep slopes on the plan; Randy Sicher seconded the motion. All in favor.

Mike Sacks made a **motion** granting Conditional Final Plan approval for the Meck Annexation Minor Subdivision - Final Plan as recommended by the Planning Commission conditioned on addressing comments in Hanover Engineering's review letter dated March 28, 2014; Randy Sicher seconded the motion. All in favor.

Stone Avenue Minor Subdivision – Final Plan Approval

The Township Engineer, Jill Smith, and Mr. Doug Kramer, the property owner's surveyor,

reviewed details related to a Final Plan submission for the Stone Avenue Minor Subdivision, located along the south side of Greiss Street and the west side of Stone Avenue. Jill Smith and Mr. Kramer explained the plan proposes to subdivide approximately 31 acres from an existing tract of property located at 10 Stone Avenue and annex it to property located at 36/44 Stone Avenue which contains a residential structure and barn. It was noted that there are no improvements proposed.

Mike Sacks made a **motion** granting waivers as requested by the property owner and outlined in Applied Surveying Technologies, Inc. waiver request letters dated February 25 and April 4, 2014, and Hanover Engineering's review letter dated March 28, 2014, and as recommended by the Planning Commission. The waivers requested are for SALDO Sections 402.C and 403.C, a partial waiver of Sections 402.D and 403.D, Sections 402.D.2.a, 402.D.2.b, 402.D.2.e, 402.D.2.i, 402.D.2.j, as well as SALDO Sections 605.A.3, 619.B.2; Randy Sicher seconded the motion. All in favor.

Mike Sacks made a **motion** granting Conditional Final Plan approval for the Stone Avenue Minor Subdivision – Final Plan as recommended by the Planning Commission conditioned on addressing comments in Hanover Engineering's review letter dated March 28, 2014; Randy Sicher seconded the motion. All in favor.

East Penn Manufacturing Parking Lot Expansion – Conditions of Final Plan Approval

The Township Engineer reviewed the details of the Conditional Final Plan approval which was granted by the Board of Supervisors on October 8, 2013 for the East Penn Manufacturing Parking Lot Expansion Project. Jill reviewed the remaining outstanding items as outlined in Hanover Engineering's review letter dated April 4, 2014. Items noted include obtaining the required PennDOT permits and executing the required agreements between East Penn Manufacturing and the Township, along with payment of fees. Jill informed the Board that East Penn Manufacturing would like to begin construction on the parking lot expansion project conditioned on satisfactory completion of the outstanding items noted.

Mike Sacks made a **motion** granting approval to East Penn Manufacturing to begin construction of the parking lot expansion project conditioned on obtaining the required Highway Occupancy Permit(s), execution of the required agreements between the Township and East Penn Manufacturing, and completion of the remaining outstanding items as outlined in Hanover Engineering's letter dated April 4, 2014. It was further agreed that East Penn Manufacturing could begin construction while the determination was being made whether a new PennDOT Permit was needed for the existing driveway, with the condition that the new lot/parking facilities could not be utilized until the issue has been resolved with PennDOT; Randy Sicher seconded the motion. All in favor.

Mike Sacks made a **motion** authorizing the Chairman of the Board of Supervisors to sign, on behalf of the Township, the required Agreements, between East Penn Manufacturing and the Township; Randy Sicher seconded the motion. All in favor.

Locust Street Cul-de-Sac

The Township Engineer provided the Board of Supervisors with plans for the proposed cul-de-sac on Locust Street. Jill Smith reviewed details related to the original intent of the

Hills of Shalom Subdivision which resulted in the withdrawal of the plan by the previous property owner due to the inability of the property owner to meet all the conditions of the Plan approval, including securing money with the Township for required road widening and cul-de-sac construction.

Jill reviewed details related to a request made by the current owner of the property for the Township to consider reducing the length of Locust Street since the end portion of the roadway bisects her property and only provides access to her property. Jill noted there were already plans for the Township to construct a turn-around area at the end of Locust Street to accommodate the Township Public Works snow-plowing services.

Jill reviewed the items which would be required for the Township to proceed with the proposal to vacate a portion of the public roadway and construct a turn-around at the end of Locust Street. Items noted would include the recording a Right-of-Way Deed of Dedication between the Township and property owner for the additional land required to construct the cul-de-sac, as well as documents required to vacate the end portion of road. Jill explained the process of vacating a Township road will require advertising and holding a public hearing to discuss the turn-around project, in addition to notification to adjacent property owners.

Mike Sacks made a **motion** authorizing the Township Engineer and Township Solicitor to proceed with preparing the Locus Street Right-of-Way Deed of Dedication and necessary documents; Randy Sicher seconded the motion. All in favor.

Mike Sacks made a **motion** authorizing the Township Engineer and Township Solicitor to proceed with the necessary steps required by the Township for vacating a portion of Locust Street; Randy Sicher seconded the motion. All in favor.

SEO REPORT

LTL Consultants, Ltd. Report for Month of March, 2014

Chairman Wyka reviewed the activities as noted in the Sewage Enforcement Report for the month of March, 2014.

Mike Sacks made a **motion** authorizing the Township Solicitor to file a citation against the property owner of 2132A State Street for non-compliance to a Notice of Violation issued by the Township Sewage Enforcement Officer; Randy Sicher seconded the motion. All in favor.

ZONING AND CODES ENFORCEMENT

LTL Consultants, Ltd. Report for February 25, 2014 to March 25, 2014

Chairman Wyka reviewed the activities as noted in the Zoning and Codes Enforcement Report for the period of February 25, 2014 to March 25, 2014.

SOLICITOR'S REPORT

None at this time.

RECREATION REPORT

Park and Recreation Director, Steve Wyka thanked everyone who participated in the annual Easter Egg Hunt held on Saturday, April 5, 2014. Steve thanked everyone who helped at the

event and noted that additional volunteers will be necessary to set-up and hide eggs at next year's event.

Chairman/Park and Recreation Director, Steve Wyka announced the April Park & Recreation Commission Meeting has been cancelled.

Approve 2014 Field Utilization Agreements for BGSB & BYBA

The Board of Supervisors approved and signed the 2014 Field Utilization Agreements between the Township and Brandywine Girls Softball League and Brandywine Youth Baseball Association.

Hunsicker's Grove

Chairman Wyka addressed the Board regarding details related to the County's proposal to transfer ownership of Hunsicker's Grove from the County level to the Township level. Steve requested the Board's authorization for further discussion regarding the potential acquisition of the Hunsicker's Grove property. The Board granted approval for Steve Wyka to continue to explore the opportunity that exists with the County for the potential acquisition of the Hunsicker's Grove property. The Board also authorized the Township Solicitor to research details of the Deed to the Hunsicker's Grove property.

ROADMASTER REPORT

None at this time.

OLD BUSINESS

None at this time.

NEW BUSINESS

1445 State Street Hidden Driveway Signage

Chairman Wyka addressed the Board regarding a request that was received by the Township from the property owner of 1445 State Street for the installation of "Hidden Driveway" signs at his property. Steve stated PennDOT was notified regarding the request and has responded to the Township with information regarding their review and Highway Occupancy Permit process.

Mike Sacks made a **motion** authorizing the Township to purchase and install "Hidden Driveway" signs contingent upon PennDOT's review and issuance of a Highway Occupancy Permit; Randy Sicher seconded the motion. All in favor.

Pennsylvania Dutch School – Request for Use of Township Meeting Room

Chairman Wyka reviewed a request that was made by the Pennsylvania Dutch School Group for use of the Township Meeting Room.

Approval was granted for the use of the Longswamp Township downstairs Meeting Room for Pennsylvania Dutch Class to be held on Thursday evenings from 7:00 p.m. until 8:30 p.m. beginning September 4, 2014 until December 11, 2014. There will be a \$10.00 registration fee

for each attendee which in turn will be given to the Township in order to cover expenses, such as heat and electricity.

Mike Sacks made a **motion** granting approval for use of the Township Municipal Building Meeting Room to the Pennsylvania Dutch School Group; seconded by Randy Sicher. All in favor.

Environmental Advisory Council Request

Randy Sicher made a **motion** authorizing the Township Environmental Advisory Council to construct a chimney swift to serve as a bird habitat in the Township Municipal Park; Mike Sacks seconded the motion. All in favor.

APPROVAL OF BILLS

Mike Sacks made a **motion** to approve processing for payment, bills totaling \$159,162.13 and transfers totaling \$32,100.86 for the period of March 12, 2014 through April 8, 2014; Randy Sicher seconded that motion. All in favor.

Vote: Steve Wyka, Yes; Mike Sacks, Yes; Randy Sicher, Yes

ADJOURNMENT

Chairman Wyka announced the Board of Supervisors will conduct their second meeting of the month, scheduled to be held at 7:00 p.m. on Tuesday, April 22, 2014 in order to discuss the Township's Act 537 Plan.

Mike Sacks made a **motion** to adjourn the meeting at 7:58 p.m.; Randy Sicher seconded the motion. All in favor.

Respectfully submitted,

Jennifer A. Wassell-Bonser
Township Secretary