

**Longswamp Township Board of Supervisors**  
**Minutes of Monthly Meeting**  
**November 10, 2020**

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.

**CALL TO ORDER:**

Chairperson Joyce Marin called the meeting to order at 7:00 p.m.,

**PLEDGE TO THE FLAG/ROLL CALL:**

Officials present: Joyce Marin, Chairperson; Michael Sacks, Vice Chairman; Donald Hickman, Supervisor; Beth Kohl, Township Solicitor; Steve Wyka, Township Administrator; Joni McPike, Township Treasurer; Jill Smith, Township Engineer and Ryan Wesner, CEO.

**APPROVAL OF MEETING MINUTES:**

Mike Sacks made a motion to accept the Minutes of October 13, 2020 and October 27, 2020 Board of Supervisors Meetings; and October 27, 2020 and November 5, 2020 Board of Supervisors 2021 Budget Workshop Meetings. Don Hickman seconded the motion. All in favor.

**APPROVAL OF TREASURER'S REPORT:**

The Township Treasurer reviewed the Treasurer's Report for the month of October, 2020 as presented for the Board of Supervisors' further review. The Treasurer's Report for October, 2020 indicated \$1,319,810.18 total Township General Funds for the period; \$765,732.30 in total Township Additional Funds for the period; for a total of \$2,085,542.48 in Total Account Funds for the period. Mike Sacks made a motion to approve the Treasurer's Report for October, 2020 as presented, subject to further audit. Don Hickman seconded the motion. All in favor.

Chairperson Marin presented a request from the Township Treasurer to publish a legal notice with the Reading Eagle on November 12, 2020 stating "Public Notice: Notice of Special Meeting, Longswamp Township Board of Supervisors. Notice is hereby given there will be a special meeting of the Board of Supervisors of Longswamp Township on Monday, November 16, 2020 at 7:00 p.m. at the Township Building located at 1112 State Street, Mertztown, PA. For the purpose of reviewing and discussion of the 2021 Budget, and any other business as necessary. The public is welcome to attend in person, all applicable CDC and department of Health requirements shall be in effect, including social distancing and the wearing of mask. Joni McPike, Treasurer, Longswamp Township." Mike Sacks made a motion to grant the request. Don Hickman seconded the motion. All in favor.

### **ANNOUNCEMENTS:**

Chairperson Marin announced the Executive Sessions since the last Board of Supervisors meeting of October 27, 2020:

November 10, 2020 from 6:30 pm to 6:55 pm for employee issues.

Chairperson Marin announced the Planning Commission will be changing its meeting starting time from 7:30 p.m. to 7:00 p.m. starting in January 2021.

### **PUBLIC COMMENTS:**

Chairperson Marin also formally recognized Ryan Wesner as the replacement of John Yoder, our former Code Enforcement Officer.

### **ENGINEERING REPORT:**

Jill Smith along with Craig Lecher of East Penn Manufacturing addressed a request for approval of preliminary plan approval for the **East Penn Manufacturing Trailer Parking Expansion** and beautification of east side of property; which includes 3 waivers; which was made at the last Board of Supervisors meeting. Mr. Lecher was assisted by Jim Mazeika who stated they had met with East Penn and in addition to previous request, East Penn has also agreed to build a berm, 7 to 8 feet tall with trees on top, on the north side of the property mentioned in the previous request.

Mike Sacks made a motion to grant the request for the three waivers as noted above and as presented in letter dated March 13, 2020 from James Mazeika of Barry Isett & Associates, Inc. Don Hickman seconded the motion. All in favor.

Mike Sacks made a motion to grant conditional approval on the preliminary site plan consistent with the sketch plan dated October 22, 2020, and conditioned on addressing conditions brought up on October 5, 2020 Hanover Engineering letter preparing and providing the landscape easement agreement. Don Hickman seconded the motion. All in favor.

### **SEO REPORT:**

Ryan Wesner, CEO presented his SEO Report for October 2020 which indicated we had 5 sewage permits issued, 1 septic system being installed, 3 final inspection completed and 3 soils testing and one miscellaneous activity.

### **ZONING AND CODES ENFORCEMENT:**

Ryan Wesner also advised his October 2020, Zoning Report which indicated 11 permits processed, 28 building inspections, 14 rental inspections and 4 Zoning issues.

### **SOLICITOR'S REPORT:**

Beth Kohl, Township Solicitor presented three issues.

#### **(1) Draft of update to previous Fireworks Ordinance of 1998:**

Mike Sacks made a motion to advertise the proposed Fireworks Ordinance allowing sufficient time to be presented before the next BOS Meeting.

**(2) Concerns for the 99-year lease for the Historical Society:**

This agreement is still in 'table status' and is being reviewed by the LTHS. We should be able to take action at our next meeting.

**RECREATION REPORT:**

Chairperson Marin advised the next meeting of the Parks and Recreation Committee will be November 17, 2020 at 7:00 p.m.

**ROADMASTER'S REPORT:**

Chairperson Marin presented Roadmaster, Scott Miller's report as submitted for October, 2020.

**OLD BUSINESS:**

**(1) Proposed regulation relating to outdoor wood fire for boilers from the EAC:**

This matter had been 'tabled' at the October 27, 2020. After discussion, between the board of Supervisors and those attending the meeting, it was determined there are only about 45 outdoor boilers in the Township and there have been no complaints on these devices. It was further noted, the State already has regulations on the boilers. Thus, no action taken.

**NEW BUSINESS:**

**Appoint Acting Township Secretary:**

Don Hickman made a motion to appoint Steve Wyka as Acting Temporary Township Secretary until further notice. Mike Sacks seconded the motion. This action is being requested due to state regulations requiring 'Township Secretary attest to formal items of government. Whereas not current Secretary, we have no one to comply with the second class Township code. All in favor. Township Solicitor will advise the Union of our actions.

**APPROVAL OF BILLS:**

Mike Sacks made a motion to approve processing for payment, bills totaling \$63,553.05 and fund transfers totaling \$13,681.80 for the period of October 28, 2020 to November 10, 2020. Don Hickman seconded the motion. Roll call vote taken. Don Hickman, yes; Mike Sacks, yes; Joyce Marin, yes

**CLOSING ANNOUNCEMENT:**

Further discussion and action regarding the 2021 Township Budget will take place November 16, 2020.

Resident Mark Hilbert wanted to express his appreciation to Jill Smith, Township Engineer for her assistance in getting the repaved streets in the Township, 'striped' by the state. It was a safety issue for the Township and her prompt attention to the matter was most helpful.

**ADJOURNMENT:**

Mike Sacks made a motion to adjourn. Don Hickman seconded the motion. All in favor. Chairperson Marin adjourned the meeting at 7:51 p.m.

Respectfully submitted by Donald Hickman, Township Supervisor