# BOARD OF SUPERVISORS
# MINUTES OF MONTHLY MEETING
# FEBRUARY 11, 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; Randy Sicher, Supervisor; Jill Smith, representing the Engineer; Jill Nagy, Esquire, representing the Solicitor; David Fatzinger, Treasurer; and Jennifer Wassell-Bonser, Secretary. Vice Chairman Michael Sacks was absent from the meeting.

## 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 meeting of January 14, 2014 and the January 6, 2014 Township Board of Supervisors Annual Re-Organization Meeting 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 January 14, 2014 as presented; Steve Wyka seconded the motion. All in favor.

Randy Sicher made a **motion** approving the Minutes of the January 6, 2014 Township Board of Supervisors Annual Re-Organization Meeting 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 January, 2014 as presented for the Board of Supervisor's further review. The Treasurer's Report for the month of January, 2014 indicated $905,816.99 total Township General Funds for the period, $695,669.41 total Township Additional Funds for the period, for a total of $1,601,486.40 in Account Funds for the period.

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

### PLIGIT Bank Signature Cards

Randy Sicher made a **motion** authorizing the Board of Supervisors to sign new Signature Cards with PLIGIT; Steve Wyka seconded the motion. All in favor.

## ANNOUNCEMENTS

Chairman Wyka announced the Township Office will be closed on Monday, February 17, 2014 in observance of the President's Day Holiday.

Chairman Wyka also announced Senator Bob Mensch will be hosting a Meet and Greet Session prior to the March Planning Commission Meeting. The Meet and Greet will be held in the Township Municipal Building Meeting Room at 7:00 p.m. on Tuesday, March 4, 2014.

## PUBLIC COMMENTS

None at this time.

## ENGINEERING AND PLANNING COMMISSION REPORT

**Curtis Morton Minor Subdivision – Time Extension to June 3, 2014**

Randy Sicher made a **motion** granting the three-month time extension for the Curtis Morton Minor Subdivision to June 3, 2014 as requested by the developer and recommended by the Planning Commission at their meeting held on February 4, 2014; Steve Wyka seconded the motion. All in favor.

## SEO REPORT

**LTL Consultants, Ltd. Report for Month of January, 2014**

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

## ZONING AND CODES ENFORCEMENT

**LTL Consultants, Ltd. Report for December 26, 2013 to January 28, 2014**

Chairman Wyka reviewed the activities as noted in the Zoning and Codes Enforcement Report for the period of December 26, 2013 to January 28, 2014.

## SOLICITOR'S REPORT

The Township Solicitor requested the Board's consideration of holding an Executive Session upon adjournment of the Board Meeting.

**Appoint Greenway/Trails DCNR Grant Representative**

Chairman Wyka updated the Board on the Greenway Trails discussion held by the Planning Commission at their February meeting, noting that since Lower Macungie Township and Alburtis Borough have indicated they do not currently have the finances to proceed with the project, Longswamp Township will also be putting the project on hold until funds are available to consider proceeding; therefore no appointment was necessary at this time.

## RECREATION REPORT

Chairman/Park and Recreation Director, Steve Wyka announced the February Park & Recreation Commission Meeting is scheduled to be held at 7:00 p.m. on Tuesday, February 18, 2014 as previously advertised.

Chairman Wyka also announced a Jigsaw Puzzle Tournament is scheduled for Friday, February 21, 2014 in the downstairs Meeting Room of the Township Building. Steve added the doors for the event will open at 6:30 p.m. with the tournament scheduled to begin at 7:00 p.m. Steve noted those who sign-up for the puzzle tournament should be actively participating in the event and requested adult supervision for any children in their care while in attendance.

## ROADMASTER REPORT

**Damaged Mailbox Replacements**
Chairman Wyka addressed the Board regarding a problem with mailboxes becoming damaged from the weight of the snow being plowed during the on-going snow removal efforts. Steve stated several property owners have contacted the Township Office requesting their damaged mailboxes be replaced by the Township. The Board discussed the right-of-way regulation which requires mailboxes to be mounted a minimum of 16 ½ feet from the center-line of the roadway. Steve explained that in some circumstances the required distance is not possible and suggested the Board's consideration of purchasing mailboxes to provide to property owners in the event they become damaged from snow plowing.

The Township Solicitor suggested the Board may wish to consider adopting an Ordinance or Resolution which outlines and specifies the property owner's responsibilities of maintaining the required right-of-way distance.

The Board denied consideration of purchasing replacement mailboxes and specified property owners are responsible for the maintenance of mailboxes and replacements as necessary.

**OLD BUSINESS**
None at this time.

**NEW BUSINESS**
**Resolution Re-Adopting the Promulgation Township Emergency Management Operations Plan with New Board of Supervisor**
Randy Sicher made a **motion** re-adopting the Promulgation Township Emergency Management Operations Plan to be updated with the new Board of Supervisor Member information as necessary; Steve Wyka seconded the motion. All in favor.

**Berks County Public Radio Safety System End User Agreements**
Randy Sicher made a **motion** authorizing execution of the End User Agreements for the Berks County Public Radio Safety System subject to confirmation; Steve Wyka seconded the motion. All in favor.

**Route Approval for Brandywine Community Library 5K-Run**
Chairman Wyka announced there is a 5K Run being sponsored by the Brandywine Community Library scheduled for Saturday, May 17, 2014 beginning at 9:00 a.m. that will route through a small portion of the Township.

Randy Sicher made a **motion** authorizing the Brandywine Community Library's plans as presented for the 5K Run as scheduled for Saturday, May 17, 2014 contingent upon receipt of adequate insurance coverage; Steve Wyka seconded the motion. All in favor.

**Request for Approval to Exonerate Tax Collector to Collect Taxes**
Randy Sicher made a **motion** authorizing the Tax Collector's request for exoneration to collect 2013 Real Estate Taxes totaling $333.48; Steve Wyka seconded the motion. All in favor.

**Request for Approval to Exonerate Tax Collector to Collect Taxes**

Randy Sicher made a **motion** authorizing the Tax Collector's request for exoneration to collect 2013 Real Estate Taxes totaling $188.72; Steve Wyka seconded the motion. All in favor.

**APPROVAL OF BILLS**

Randy Sicher made a **motion** to approve processing for payment, bills totaling $143,466.34 and transfers totaling $47,072.02 for the period of January 15, 2014 through February 11, 2014; Steve Wyka seconded that motion. All in favor.

Vote: Steve Wyka, Yes; Randy Sicher, Yes

**ADJOURNMENT**

Steve Wyka made a **motion** to adjourn the meeting at 7:19 p.m.; Randy Sicher seconded the motion. All in favor.

Respectfully submitted,

Jennifer A. Wassell-Bonser
Township Secretary