

**BOARD OF SUPERVISORS**  
**MINUTES OF MONTHLY MEETING**  
**AUGUST 13, 2019**

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: Michael Sacks, Chairman; Randy Sicher, Vice Chairman; Jill Smith, representing the Engineer; Chris Hoffman, representing the Solicitor; Steve Wyka, Operations Administrator; Treasurer, David Fatzinger and Secretary/Administrator, Jennifer Wassell-Bonser. Supervisor Joyce Marin was absent from the meeting.

**CALL TO ORDER**

Chairman Mike Sacks called the meeting to order at 7:00 p.m. and announced the reading of the minutes of the regular meeting of July 9, 2019 would not take place. Draft copies of the minutes were available in the Meeting Hall.

**APPROVAL OF MEETING MINUTES**

Mike Sacks made a **motion** approving the Minutes of the regular meeting of July 9, 2019 as presented with a minor correction; Randy Sicher seconded the motion. All in favor.

**APPROVAL OF TREASURER'S REPORT**

The Township Treasurer reviewed the Treasurer's Report for the month of July, 2019 as presented for the Board of Supervisor's further review. The Treasurer's Report for the month of July, 2019 indicated \$1,275,082.59 total Township General Funds for the period; \$1,065,147.18 total Township Additional Funds for the period; for a total of \$2,340,229.77 in Total Account Funds for the period.

Randy Sicher made a **motion** accepting the Treasurer's Report for the month of July, 2019 subject to further audit; Mike Sacks seconded the motion. All in favor.

Chairman Sacks noted for the good of the record that the Township Treasurer researched costs of various uniform services and ultimately saved the Township approximately \$100/week by switching companies.

**ANNOUNCEMENTS**

Chairman Sacks informed the audience in attendance that the Board of Supervisors will be holding the final informational meeting regarding on-site septic systems at 7:00 p.m. on Tuesday, August 27, 2019.

Chairman Sacks announced the Township Office will be closed on Monday, September 2, 2019 in observance of the Labor Day Holiday.

## **PUBLIC COMMENTS**

**Mrs. Kay Hopko** questioned the status of the Topton Ambulance Service. Vice Chairman Sicher stated that the President of the Topton Ambulance, Michael Richards, indicated there is a meeting scheduled to be held on August 14, 2019 to determine if the Service will continue business. Randy also confirmed that the audit is in process for the Ambulance Service as well.

**Mr. Ed Reiss** requested an update on the situation at 740 State Street regarding unattended open burning and smoldering. Randy Sicher and Mike Sacks clarified that the Township Zoning Officer has issued citations and requested resident participation as witnesses if called upon during court proceedings. Randy also clarified that several complaints were just received this week but up until that point, it was the Board's impression that the situation had been resolved since there hadn't been any formal complaints issued to the Township Office over the past several months. Randy encouraged residents to notify the Office as soon as an issue occurs and not to wait to file a complaint.

**Ms. Amy Crouse**, representing the Brandywine Community Library, stated the library will be hosting a spotted lanternfly presentation in September.

## **ENGINEERING AND PLANNING COMMISSION REPORT**

### **Invasive Plant Ordinance**

The Township Engineer presented the Board of Supervisors with an update of the revised the Invasive Plant Ordinance for their further consideration for adoption. Jill Smith stated that Hanover Engineering reviewed the Ordinance with the Township Environmental Advisory Council and noted two revisions which included the definition of lawn grasses and the requirement for a "Certified Plant Expert" to renew and review landscaping plans for consistency with the Township SALDO process.

Randy Sicher made a **motion** authorizing the advertisement of the Invasive Plant Ordinance for consideration for adoption at the September Board of Supervisors Meeting; Mike Sacks seconded the motion. All in favor.

### **Stormwater Concerns/Complaints**

The Township Engineer presented the Board of Supervisors with a list of stormwater concerns/complaints that she and the Township Roadmaster have reviewed and discussed. Site visits were conducted on July 11, 2019 to further review specific locations. Jill Smith reviewed details with the Board for their consideration, including the following:

1. **327 and 359 Dogwood Drive** – Erosion occurring down the bank onto the right-of-way of Dogwood Drive in this vicinity. This is also in the area where First Energy/Met-Ed completed work for the replacement of transmission lines. The First Energy/Met-Ed work has been completed and the area has been stabilized within their easement area. Erosion is occurring outside the easement area on the property of Ben and Julie Hopko (327 Dogwood Drive) and Scott and Diann Vanscyoc (359 Dogwood Drive), as well as within the Township right-of-way. Ben Hopko is a contractor and has offered to assist the Township Roadcrew by providing equipment and labor to help re-stabilize the bank with rip-rap. There may be some cost to the Township for purchasing the stone or other materials to be used for the stabilization.

2. **3 Hidden Valley Road** (at intersection with Tower Road) – Jan Oleksiak has contacted the Township on behalf of Property Owner, Paula Wilson (3 Hidden Valley Road) regarding the excessive runoff from the farm fields upstream on the west side of Tower Road (388 Tower Road). Farm is on a hill and farmer/property owner of tract has installed a few straw bales along the downstream portion of the tract in area where runoff appears to be coming off the site, but muddy water is still coming off of the site. Township could require better erosion control facilities be installed on site to try to filter the runoff, but there does not appear to be any simple solution for addressing the amount of runoff that is being generated in these frequent and heavy rains events that we have been experiencing.

3. **Centennial Road northwest of Greis Street** – Storm pipe clogged on Centennial Road (SR 1025) causing stormwater backups/ponding. Since Centennial Road is a State road, PennDOT has been notified of the situation but nothing has been done to correct the problem since wetlands may be involved and a permit required.

4. **56 Stone Avenue/5 Owl Lane** – A number of years ago, The Township Roadcrew installed a small inlet and pipe in the vicinity of 52 Stone Avenue on the west side of Stone Avenue to provide drainage in the area. The extent of storm sewer that could be installed was limited by the grade of the road, vertical clearances of the pipe and the amount of water the adjacent property owner allowed to be discharged onto his farm fields. In reviewing the existing conditions, stormwater issues could potentially be improved by reconstructing and regrading portions of the roadway to redirect stormwater runoff in an appropriate direction, as well as install additional inlet(s) and pipes. Runoff would need to be discharged on the downstream unimproved parcels owned by Greiss and Reinert, with permission and a permit may be required.

Mike Sacks made a **motion** authorizing the Township Engineer to prepare a cost estimate for correcting the issue in the vicinity of 56 Stone Avenue/5 Owl Lane; Randy Sicher seconded the motion. All in favor.

5. **301 and 359 Maryann Drive** - Township Roadcrew initially regraded in area behind an existing inlet on the downstream side of the driveway at 301 Maryann Drive (Fasanella) in order to eliminate a ponding issue that was occurring at the driveway. Additionally to that work, the Township Roadcrew intends to repave/regrade a macadam swale across the front of the driveway to replace the cracked and broken pavement and stabilize the eroded area. This work is to be completed in the near future in conjunction with other paving projects being undertaken by the Township. In addition, a swale that conveyed runoff along the side and rear of the property at 359 Maryann Drive may have been filled in a year or two ago contributing to the increase in runoff along Maryann Drive and being directed across the driveway at 301 Maryann Drive.

6. **370 Gap Road** – Stone is being washed out and deposited on Gap Road from driveways upstream of 370 Gap Road (Donio property). Township may consider requiring property owners with stone driveway to pave their driveway a certain distance back from the right-of-way in order to prevent/reduce stone from being deposited on road, which could be a safety hazard for motorcycles and bicycles. Several years ago the Township decided to allow the existing inlet in the vicinity of 370 Gap Road to fill with debris since it was directed to the property across the street and causing stormwater issues for that property owner.

7. **Mabry Street south of State Street** – Township Public Works Department replaced two pipes in vicinity of 15 Mabry Street to redirect the stormwater running along front of property, which was causing issues for the property owner, to the existing natural drainage swale in the back of the property where it appears stormwater was intended to be directed to. The property owner has since indicated that the swale does not drain properly and should be regraded and that a pond on a neighboring property is overflowing on her property. It is our position that unless there is an existing drainage easement dedicated to the Township, it is the property owner's responsibility to regrade the drainage swale if needed. Also, the overflow from the neighbor's pond is being conveyed through the drainage swale, then that would be the appropriate place for it to flow.

8. **25 E. Adams Lane** – Stormwater runoff is coming from 18 Adams Lane (Marks property) at the top of the hill and flowing southeast down across 21 Adams Lane (Reinhert property) and 25 Adams Lane (Walck property). There appears to be an equal amount of runoff flowing from the top of the hill down West Adams Lane onto Schlossburg Street. There does not appear to be any simple solution for addressing the amount of runoff that is being generated in these frequent and heavy rain events we have been experiencing. The Township Zoning Officer said he did not think the garage being constructed on 18 Adams Lane was contributing significantly to the runoff issue since it was not completed at the time of the complaints. This issue can be revisited, but it may need to be addressed by the property owners by trying to dissipate flows or redirect flow to a constructed and stabilized swale to prevent washouts and erosion on their properties.

The Township Engineer also continued review of a list of projects proposed for 2020 by the Township Roadmaster for the Board's further review which included:

1. **Fairchild Street Storm Sewer Extension** – Extend storm sewer pipe to discharge flows into an existing stream. Project is located at 3434 Fairchild Street between Hemphill Street and Longswamp Road in the vicinity of Spring Lane. PNDI indicates PA Game Commission and U.S. Fish and Wildlife Service potential impacts to threatened and endangered species and/or special concerns species and resources within the project area. Estimated costs to be provided for obtaining Chapter 105 Joint Permit (Small Project), including preparing the plan and cross-sections and completing the wetland evaluation.

2. **Tower Road and Home Road Culvert Replacement** – Replace deteriorated culvert at the intersection of Tower Road and Home Road. Project will require a GP-11 Permit. Estimated cost for preparing documents to obtain permit to be provided.

3. **Home Road Drainage Maintenance** – Clean out debris and vegetation in existing roadside swale to provide proper drainage and restore capacity for stormwater runoff. Project is located along the 200 block of Home Road in the vicinity of Helbert Lane and Watershed Lane. Further investigation is needed to determine if a permit will be required to complete the work.

Mike Sacks made a **motion** authorizing the Township Engineer to provide cost estimates for preparing documents to obtain necessary permits as outlined in the proposed projects for 2020 as outlined; Randy Sicher seconded the motion. All in favor.

The Township Engineer concluded by confirming that she will continue to work on reviewing any remaining stormwater issues that may not have been mentioned which may include the following:

1. 620 and 702 Woodside/Pensing Lane
2. 138 Tower Road
3. 12 Barclay Street
4. 242 Pilgert Road

### **SEO REPORT**

Chairman Sacks informed the audience that Cycle 1 of the Sewage Management Program is in effect.

### **LTL Consultants, Ltd. Report for July, 2019**

Chairman Sacks reviewed the activities as noted in the Sewage Enforcement Officer's Report for the month of July, 2019.

### **ZONING AND CODES ENFORCEMENT**

#### **LTL Consultants, Ltd. Report for July, 2019**

Chairman Sacks reviewed details of the activities as noted in the Zoning and Codes Enforcement Report for July, 2019.

### **SOLICITOR'S REPORT**

Chris Hoffman announced that a public hearing has been scheduled to be held on October 8, 2019 for the Board of Supervisors consideration of the SALDO revisions.

### **RECREATION REPORT**

Chairman Sacks announced the August Park & Recreation Commission Meeting will be held at 7:00 p.m. on Tuesday, August 20, 2019, as previously advertised.

Chairman Sacks announced movie night in the park is scheduled to be held on August 30, 2019.

### **ROADMASTER REPORT**

None at this time.

### **OLD BUSINESS**

#### **Animal Control Services Agreement**

Randy Sicher made a **motion** to execute the Agreement between the Township and Safety Net Sanctuary for animal control services for the remainder of 2019; Mike Sacks seconded the motion. All in favor.

### **Request for Appointment of Municipal Emergency Management Coordinator &**

### **Recommendation Letter**

Mike Sacks made a **motion** appointing Brad Sechler as the Township Emergency Management Coordinator and to approve the recommendation letter as required by the Berks County Department of Emergency Services; Randy Sicher seconded the motion. All in favor.

### **Lutheran Home Emergency Preparedness Manual**

Brad Sechler confirmed that he has reviewed and signed off on the Emergency Preparedness Manual for the Lutheran Home at Topton.

### **2019 FEMA NIMS Compliance Reporting Survey**

The Township Secretary informed the Board, as well as the Township Emergency Management Coordinator, Brad Sechler, that the 2019 FEMA NIMS Compliance Reporting Survey is available for completion as required annually by the Commonwealth in order to qualify for grant funding assistance as may become necessary. Jennifer Wassell-Bonser noted the lack of compliance will impact grant eligibility for the Township.

### **NEW BUSINESS**

#### **Special Event Use at Hunsicker's Grove for Alcohol and Non-Alcohol Use**

Chairman Sacks presented the topic of authorizing alcohol and non-alcohol use for special events at Hunsicker's Grove for the Board's further consideration and discussion. Steve Wyka stated that he will check with the Township's insurance company regarding restrictions and allowances for alcohol use on Township property.

#### **Requests for Approval to Exonerate Tax Collector to Collect Taxes – Real Estate 2019**

Randy Sicher made a **motion** approving a request to exonerate the Tax Collector to collect 2019 real estate taxes totaling \$66.19 and \$66.33 respectively; Mike Sacks seconded the motion. All in favor.

### **APPROVAL OF BILLS**

Randy Sicher made a **motion** to approve processing for payment, bills totaling \$134,977.19 and transfers totaling \$62,125.81 for the period of July 10, 2019 through August 13, 2019; Mike Sacks seconded that motion. All in favor.

Vote: Randy Sicher; Yes; Mike Sacks, Yes

### **ADJOURNMENT**

Randy Sicher made a **motion** to adjourn the meeting at 7:57 p.m.; Mike Sacks seconded the motion. All in favor.

Respectfully submitted,

Jennifer A. Wassell-Bonser  
Township Secretary