

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING JANUARY 16, 2024**

ATTENDANCE

Board of Commissioners: Rowe _____ G. Miller _____ Batdorf _____

Donnell _____ W. Miller _____

Others: Solicitor _____ Chief of Police _____ Fire Chief _____

Supt. Public Works _____ Asst. Supt. Public Works _____ Engineer _____

Bus/Personnel Administrator _____ Mgr/Sec _____ Asst Sec/Projects _____

NOTICE:

Public comment will be accepted in person. Please include your first name, last name and address for all comments. Any comments without a name or address will not be considered. To accommodate as many people as possible, we request that each person's comments be limited to 3 minutes (resolution no. 301). The meeting comment period is limited to a total of 60 minutes. This time period may be extended at the discretion of the Commissioners. While public comments will be given due consideration, immediate responses will be done at the discretion of the Commissioners.

Call to Order and Pledge to the Flag.

PUBLIC

A.) Residents of 407, 409, and 411 Mt. View Rd. re: sewer line

AMBULANCE SERVICE

A.) Monthly Report – December 2023

APPROVE MINUTES

December 19, 2023 – Regular Meeting

January 2, 2024 – Organization Meeting

TREASURER

A.) Monthly Report – December 2023

TAX COLLECTOR

A.) December 2023 Report

1) Year 2023 Real Estate

Balance collectable beginning of month – \$140,991.85

Cash collected – \$65,187.42

Balance collectable end of month – \$75,804.43

2) Year 2023 Interim Real Estate

- Balance collectable beginning of month – \$1,677.12
- Cash collected – \$1,677.12
- Balance collectable end of month - \$0
- 3) Year 2022 Interim Real Estate
 - Balance collectable beginning of month – \$48.04
 - Cash collected – \$7.72
 - Balance collectable end of month - \$40.32
- 4) Year 2023 Per Capita
 - Balance collectable beginning of month - \$13,675.00
 - Cash collected - \$3,330.00
 - Deletions – 60.00
 - Balance collectable end of the month - \$10,285.00

B) Tax Claim

- 1) Regular 2023 Real Estate – 102 bills turned over for \$83,385.07
- 2) Interim 2023 Real Estate – 1 bill turned over for \$44.36

DEPARTMENTS

Police Department

A.) Monthly Report – December 2023

B.) Annual Report

- 1) performance measures

C.) Hiring Process

Fire Department

A.) Monthly Report – December 2023

B.) Fire Station Phase 1 – dedication of utility

- 1) dedication agreement between Cumru Township and Shillington Municipal Authority for water line

Administration

A.) Codes Department – December 2023

- Building Permits Issued – 13
- Use Permits Issued – 1
- Zoning Permits Issued – 6
- Notices of Violations – 10
- Citations issued – 0
- Violations complied – 8
- Phone calls from contractors, realtors & public approximately – 115
- Properties condemned – 0
- Permit Inspections Done – 23

Inspections with the Fire Department – 2
Training Seminars attended – 0

B.) Codes Department – Yearly Report 2023

Building Permits Issued – 179 (+27% from 2022)
Use Permits Issued – 24
Zoning Permits Issued – 123
Notices of Violations – 224
Citations issued – 4
Court Hearings – 5
Violations complied – 219
Phone calls from contractors, realtors & public approximately – 2,110 (+5% from 2022)
Properties condemned – 3
Permit Inspections Done – 369
Inspections with the Fire Department – 9
Training Seminars attended – 1

C.) 2024 Uniform Construction Code (UCC) Board of Appeals

- 1) Intergovernmental Agreement between Cumru Township and Berks County, as amended
- 2) Memo from Berks County Planning Commission re: continued membership requires updated agreement - due before 01/20/2024, dated 12/20/2023

D.) 711-717 Philadelphia Ave.

- 1) Request from Codes Dept. to initiate procedures under Dangerous Structures Ordinance, dated 1/8/2024

E.) Montrose Blvd. Storm Sewer - PA Small Water and Sewer Projects Grant award

- 1) adopt updated resolution (required)

F.) Diamond Credit Union – escrow release no. 1

- 1) Letter from Systems Design Engineering re: request for escrow release no. 1 for site improvements, dated 1/3/2024

G.) Planning

2023-12 BERKS NATURE/JAWD ENTERPRISES ANNEXATION/SUBDIVISION

EXPIRATION DATE – 4/06/2024

(Final Minor Subdivision) Owner: Berks Nature; Applicant: JAWD Enterprises, Inc.; Agent: John W. Hoffert P.L.S., Ltd., Location: New Holland Rd.; Parcel ID#39-530510361086, Plan # D-23-90-1; Proposal Summary: annex a 0.039 acre parcel from one property (Berks Nature property) to an adjoining property (JAWD Enterprises property).

1) Waivers recommended by Planning Commission

APPROVE THE SALDO WAIVERS FOR THE BERKS NATURE/JAWD ENTERPRISES ANNEXATION/SUBDIVISION PLAN AS STATED IN THE REVIEW LETTER FROM GVC, DATED 1/03/24, AND THE WAIVER REQUEST LETTER FROM JOHN W. HOFFERT P.L.S.,

DATED 1/08/24 AS FOLLOWS:

- a. Relief from Section 405(A), not to perform an Environmental Impact Assessment;
- b. Relief from Section 406(A), not to perform a Community Facilities Impact Assessment;
- c. Relief from Section 408(A), not to perform a Utility Impact Assessment;
- d. Relief from Section 507(A), not to require curbing along the portions of the parcel that abut new holland Rd.;
- e. Relief from Section 507(B), not to require sidewalks along the portions of the parcel that abut New Holland Rd. and/or Philadelphia Ave;

2) Approval recommended by Planning Commission

GRANT FINAL PLAN APPROVAL FOR THE BERKS NATURE/JAWD ENTERPRISES ANNEXATION/ SUBDIVISION PLAN CONDITIONED ON PAYMENT OF ALL FEES, OBTAINING SIGNATURES, AND COMPLIANCE WITH THE COMMENTS AS STATED IN THE GVC REVIEW LETTER DATED 1/03/24.

2022-05 POSCH ACQUISITIONS LLC SUBDIVISION PLAN

(Preliminary/Final) Owner: Posch Acquisitions LLC-Christopher Posch; Agent: Hoffert Surveyors, John W. Hoffert; Location: 201 Pershing Blvd, Reading, PA 19607 (parcels #39-530617018469 & #39-530617018523); plan no. D-22-60; Proposal summary: Create 2 residential lots for future construction of 2 single family semi-detached dwellings.

- 1) Plan approved on 9/20/2022
- 2) Sewage Planning Module Resolution

H.) Comcast Cable Franchise Agreement – renewal

- 1) draft agreement

Public Works

A.) Winter Storms 1/6/2024, 1/9/2024, and 1/16/2024

B.) Sanitary Sewer Replacement Projects 2024 – bids due 2/16/2024

- 1) bids advertised for Cedar Top Road sewer replacement 1/2/2024
- 2) bids advertised for Flying Hills Drive sewer replacement 1/2/2024

C.) Vactor Truck and Municibid

D.) Flying Hills Obstructions in the Rights of Way

E.) Evidence Building Electrical and HVAC Work – authorize updated quotes

F.) Traffic Signal SR 724 and Cedar Top Road – timing

Engineer

A) Traffic Signal Asset Management System (TSAMS) Resolution Update

Solicitor

PAYMENTS OF BILLS

12/21/23	12/28/23 - PLGIT
12/21/23 – Additional	12/28/23
12/27/23 – ACH	1/9/24
12/28/23 – ACH	1/16/24

CORRESPONDENCE

- A.) Broadband grant applications open from 1.11.24 to 4.9.24., dated 12/13/23
- B.) PA DEP press release re: National Radon Month and Free Radon Test Kits, dated 1/03/24
- C.) PA Dept of Ag press release re: Fertilizer Law
- D.) Monthly meeting scheduled advertised in the Reading Eagle 1/11/2024

COMMISSIONERS

- A.) Vacancies
 - 1) Vacancy Board – letter to Gary W. Yost re: thank you for service, dated 1/3/2024
- B.) Liaison System – President Commissioner Rowe
- C.) Internship Program with Governor Mifflin High School Proposed – Commissioner G. Miller
 - 1) Kristi Bonanno, Internship Coordinator for GM
- D.) “Reasonable Contractor” Ordinance Proposed – Commissioner G. Miller
 - 1) City of Reading ordinance
 - 2) Bill Dorward, President of Berks County Trades
 - 3) Johanny Cepeda-Freytiz, PA House Rep District 129
- E.) Zoning Ordinance Amendment Proposed – Commissioner G. Miller
 - 1) proposed change to MUGC district permitted uses to language prior to 5/17/2023
- F.) Policies – proposed amendments/drafts – Commissioner Donnell
 - 1) community engagement:
 - Document publishing timelines
 - Public comment
 - Digital engagement strategy
 - 2) transparency in township affairs, and
 - 3) public access to information
- G.) Recognition of Former Commissioners O’Leary and Kalbach – Commissioner Donnell

H.) Executive Session

- 1) 407 Mountain View Road – property acquisition
- 2) Zoning Hearing Board Case No. 794, Penske et al. – litigation

I.) Reminders:

- 1) Zoning Hearing Board – January 23, 2024, at 6:00 p.m. at the Township Building
Application No. 811 – Marvin M. Zimmerman- requesting a variance in order to construct an accessory structure on an empty lot prior to building a home.
- 2) Board of Commissioners meetings for January and February 2024
 - 1/30/2024 at 7:00 p.m. – 5th Tuesday meeting
 - 2/20/2024 at 7:00 p.m. – Regular Meeting
- 3) Planning Commission 2/05/2024 at 6:00 p.m.
- 4) Municipal Authority 1/25/2024 at 8:30 a.m.

ADJOURNMENT