



## BOARD OF SUPERVISORS

4975 DeMoss Road  
Reading, PA 19606  
610-779-5660

### AGENDA PACKET

The meeting will be live streamed via YouTube. The link, along with any supporting documents, will be available prior to the meeting date at [https://www.exetertownship.com/government/board\\_of\\_supervisors/index.php](https://www.exetertownship.com/government/board_of_supervisors/index.php). The feed will not be active until the start of the meeting.

**Gregory Galtere, Chairperson**  
**David Speece, Vice Chairperson**  
**Michelle P. Kircher**  
**John (Jack) Pihon**  
**Joseph Staub**

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The Board of Supervisors welcomes citizen participation in their regular business meetings. Comments from the public are permitted on Township business.

If you intend to give comments during the public comment period, you must **sign up**. The list is located in the front of the room. Public Comment is split into two categories, **Agenda** (*specific item listed on the agenda for discussion tonight*) and **Non-Agenda** (*general comments*).

In the interest of maintaining order, civility, and brevity at our meetings, the following guidelines apply:

- 1.) Substance and tone is expected to remain respectful.
- 2.) Only one person speaks at a time.
- 3.) Speakers may be limited by the Chair to 3-minutes or less and are asked to limit repetition. Groups attending to speak on the same topic can designate a spokesperson. Public comment is limited to 30-minutes per meeting. How time is allotted is up to the discretion of the Chair.
- 4.) Those wishing to make comments must approach the microphone and state their name and address for the record.

Exeter Township is a Second Class Township of 25,500 residents and is governed by a 5-member elected Board of Supervisors. The Board is charged with carrying out their duties in accordance with Second Class Township Code, laws of the Commonwealth of Pennsylvania, and all applicable Federal regulations. Meetings are run in accordance with Robert's Rules of Order.

**BOARD OF SUPERVISORS  
MEETING AGENDA  
Monday, August 23, 2021  
7:00PM**

Call to Order  
Pledge to the Flag  
Roll Call

**PUBLIC HEARING**

**1. Conditional Use Hearing for Lincolnwood Community Expansion**

- The Lincolnwood Mobile Home Community is seeking to expand with 99 additional units to the community. The site is served by private onsite water and public sewer. The applicant has completed a traffic impact study.

**ANNOUNCEMENTS**

**1. Executive Session – August 23, 2021**

**2. US Representative Chrissy Houlahan Update**

- Jeromy Pacana, Constituent Advocate, will provide an update on behalf of Rep Houlahan.

**PUBLIC COMMENTS: *Comments on Agenda Items***

**REGULAR APPROVALS**

1. Regular Minutes – July 26, 2021
2. Ratification of Disbursements – August 9, 2021
3. Disbursements – August 23, 2021
4. Treasurer’s Report – July, 2021

**UNFINISHED BUSINESS**

**1. Monthly Golf Report**

- This report is available for review on the Township website.

**2. Monthly Right to Know Report**

- This report is available for review on the Township website.

**3. Update on Reading Country Club Dining Service Request for Proposal (RFP)**

- The RFP deadline was Monday, August 16<sup>th</sup>. Administration will provide the Board with an update.

## **NEW BUSINESS**

- 1. Motion to Authorize the Mediation of the Township's Bond Claim which was submitted to Travelers Insurance in March of 2019**
- 2. Authorize the Solicitor to File a Civil Complaint against Monroe Muffler Brake Inc. for Breach of a Lease Agreement with the Township**
- 3. Adopt Ordinance No. 2021-842 Recycling Ordinance**
  - This amends the existing recycling ordinance by adding clarifying language and updating definitions related to the responsibility of Home Owners Associations to participate in the Township's mandatory recycling program. Authorization to advertise this ordinance was given at the July 12th Board of Supervisors meeting.
- 4. Adopt Ordinance No. 2021-843 Amending Traffic Signal Ordinance 324.37.1**
  - The Township's Traffic Signal Ordinance (No. 693) addresses traffic signal specifications. The Township's Traffic Engineer has produced a document which will provide for standardization of traffic signal equipment, facilitate a closed-loop system, and reduce long-term maintenance costs. The document will provide requirements to be referenced by design engineers and contractors.
  - **Adopt Resolution No. 2021-26 Adopting Specifications for Traffic Signals Installation and Upgrades**
- 5. Adopt Resolution No. 2021-27 Approving the Traffic Signal Maintenance Agreement with PennDOT**
  - Municipalities are required to enter into a Maintenance Agreement with PennDOT to insure proper maintenance of traffic signals. The agreement is a condition for eligibility of financial assistance from the Motor License Fund.
- 6. Consider Reduction of Letter of Credit in the Amount of \$197,089.75 for Pathfinder Meadows Section 2 Phase 2**
  - The developer is seeking a reduction to their posted financial security amount because of work that has been completed. The Administration recommends the reduction.
- 7. Authorize Advertisement for Bids to Construct the Sutton Circle Basin Retrofit**
  - The Township has prepared plans for the retrofit of the Sutton Circle Detention Basin. This is one the the MS4 projects the Township is required to complete in order to meet DEP regulations for our Pullutant Reduction Plan. Township staff are seeking authorization to advertise for construction bids.
- 8. Consider Approval of Deferral Request for Glenn Hart Subdivision – Sketch Plan of Record**
  - The plan is seeking to subdivide a 4.3 acre property into two separate parcels, on

Lorane Rd near Lincoln Rd. The applicant is seeking a deferral for the delineation of wetlands until the site is developed. The Township Planning Commission recommended this request.

**9. Adopt Resolution No. 2021-28 Approving Sketch Plan of Record for the Snyder Meadows Annexation Subdivision**

- The Board approved two waiver requests for the subdivision during at the July 27<sup>th</sup> meeting. The Township Planning Commission has recommended approval of the Sketch Plan of Record.

**DEPARTMENT REPORTS**

**PUBLIC COMMENT – *General Non-Agenda Items***

**SUPERVISOR REPORTS**

**ADJOURNMENT**

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***For Internal Secretary Use:***

Next Meeting: Monday, September 13, 2021

Next Ordinance: 842

Next Resolution: 26