

**MINUTES**  
**EXETER TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**MONDAY, APRIL 26, 2021**

**Public Meeting**

A Regular Meeting of the Exeter Township Board of Supervisors held virtually was called to order on Monday, April 26, 2021 at 7:07 PM by Greg Galtere, Chairperson.

**Supervisors Present:** Gregory Galtere, Chairperson  
David Speece, Vice Chairperson  
Michelle Kircher  
Joseph Staub

**Absent:** None

**Others in Attendance:** Jeff Bartlett, Township Manager  
Laurie Getz, Township Secretary  
Elizabeth Magovern, Hartman Valeriano Magovern & Lutz, P.C.  
Wendell Morris, Chief of Police  
Clarence Hamm, Public Works Director  
Larry Piersol, Assistant Public Works Director  
Joseph Rogosky, Great Valley Consultants, Township Engineer  
Jennifer Savage, Finance Director

**REGULAR MEETING**

The Meeting was opened with the Pledge to the Flag.

**PUBLIC COMMENTS:** Agenda Items

\*Public comments were submitted in advance of the meeting via email and voicemail. The e-mail comments were dictated by computer software.\*

*None submitted.*

**REGULAR APPROVALS**

**Regular Minutes – April 12, 2021**

**MOTION** of Ms. Kircher seconded by Mr. Speece, the Board UNANIMOUSLY APPROVED the April 12, 2021 Board of Supervisors Minutes.

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***Special Meeting Minutes – April 20, 2021***

***MOTION*** of Mr. Speece seconded by Ms. Kircher, the Board UNANIMOUSLY APPROVED the April 12, 2021 Board of Supervisors Minutes.

*Temporarily skipped approval of disbursements and treasurer's report to allow time for staff to join the meeting.*

**Consider Approving Reimbursement Agreement for Harvey Avenue with the Mt Penn Borough Municipal Authority (MPBMA)**

**Mr. Hamm** explained that a water line is going in and part of the street is in Lower Alsace. We will be milling and paving the street and the Mt Penn Borough Municipal Authority will reimburse us for the portion that we will be completing for Lower Alsace Township.

***MOTION*** of Mr. Staub seconded by Ms. Kircher, the Board UNANIMOUSLY APPROVED Reimbursement Agreement for Harvey Avenue with the Mt Penn Borough Municipal Authority (MPBMA) in the amount of \$10,843.00.

**Ms. Savage** joined the meeting at this time.

***Disbursements – April 26, 2021***

**Ms. Savage** explained several items included in the disbursements. Tax payments made to the tax collector for the Promenade, we do pay taxes on the property. Fox Rothschild payment is for an ongoing legal matter they are handling for the township related to an insurance claim.

***MOTION*** of Mr. Staub seconded by Mr. Speece, the Board UNANIMOUSLY APPROVED payment of the bills presented on the Disbursement List dated April 26, 2021 in the amounts of \$78,446.03 in the General Fund; \$17,172.06 in the Utility Fund; \$374.00 in the Developer's Escrow Fund; \$1,084.00 in the Sewer Fund; \$26,538.12 in the Golf Fund; \$35,864.44 in the RCC F&B Fund; \$14,183.40 in the Promenade Fund; \$55,761.34 in the Capital Improvements Fund; \$3,170.00 in the Equipment Fund; \$60,558.75 WWTP Sale Proceeds; \$8,972.01 in the Park Fund; \$13,841.07 in the State Liquid Fuels Fund.

***Treasurer's Report – March, 2021***

**Ms. Savage** explained that a correction is being made to a booking error showing relating to highway department gas. Also explained a transfer from the reserve fund to the general fund of \$1.7M for 2021, these funds are the result of payments being made on past due sewer bills. This is not wastewater sewer plant sale proceeds money.

***MOTION*** of Mr. Speece seconded by Ms. Kircher, the Board UNANIMOUSLY APPROVED the March, 2021 Treasurer's Report, subject to audit.

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**NEW BUSINESS**

**Consider Request from Boy Scout Troop 319 to Utilize Township Property for their Annual Mother's Day Flower Sale May 6th – May 9th**

**Mr. Bartlett** explained that this is the same request made by the troop for their Easter sale, it went very well and would like to hold their Mother's Day Sale at the same location. Would involve approval of fee waiver for tent fees.

Ms. Kircher asked if we should have hold harmless agreements. Mr. Bartlett replied that the boy scouts have insurance that they provide us.

**MOTION** of Mr. Speece seconded by Mr. Staub, the Board UNANIMOUSLY APPROVED Boy Scout Troop 319 to Utilize Township Property for their Annual Mother's Day Flower Sale May 6th – May 9<sup>th</sup>.

**Consider Approving Installation of Steps Connecting the Dunn Community Center to the Exeter Community Library in the amount of \$19,000**

**Mr. Hamm** explained that the department would like to have steps installed to connect the library property up to the library, which would be very beneficial to the new StoryWalk trail being installed currently. These steps would give better pedestrian access and improve safety. Price is \$19,000 currently, if we wait it will become more expensive.

**Ms. Getz** explained that while this was not a planned project for 2021, we can allocate funds from the Park Fund as we were awarded a \$150,000 grant from DCNR for the Pineland Park project that had been budgeted for assuming we were not getting the grant.

**Mr. Staub** clarified that the money was already planned to be spent, it will just be allocated to the library rather than the park project. Also discussed concerns with continuing increased costs of lumber.

**MOTION** of Mr. Galtere seconded by Mr. Speece, the Board UNANIMOUSLY APPROVED Installation of Steps Connecting the Dunn Community Center to the Exeter Community Library in the amount of \$19,000.

**Approval of Exeter Township Volunteer Fire Department Tax Credit Program List**

**Ms. Savage** explained that the list of qualifying individuals has been submitted to the township, 14 people submitted for reimbursement at a total of \$2,941 for EIT and \$763.30 for real estate reimbursement. Asking for approval of the list so payments can be made in the next disbursements.

**Ms. Savage** also clarified that this is for the 2020 tax year so it's the 15% not 50% reimbursement.

**MOTION** of Mr. Staub seconded by Ms. Kircher, the Board UNANIMOUSLY APPROVED Exeter Township Volunteer Fire Department Tax Credit Program List as submitted.

**Consider Change Orders for the Hilldale Road Sewer Improvements Project**

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**Mr. Rogosky** explained that there have been some issues with the utility companies on this project. PA American has realized that they previously marked their water line incorrectly which has created an issue with design and the contractor. This has resulted in additional work and additional time needed. Contractor has requested a change order for a time extension due to this issue. Administration recommends approving the time extension.

**MOTION** of Mr. Galtere seconded by Ms. Kircher, the Board UNANIMOUSLY APPROVED Change Order for the Hilldale Road Sewer Improvements Project Time Extension of 44 days due to a lack of utility coordination and lead time for materials.

**Mr. Rogosky** explained that the second change order is for additional costs due to these same issues with the utilities. Suggested that the township should have PA American reimburse the township for expenses, but the township would need to decide that.

**Mr. Galtere** asked if we will be reimbursed by PA American. **Mr. Bartlett** replied that the township will be seeking reimbursement for this matter. **Mr. Rogosky** confirmed that PA American is aware.

**Ms. Magovern** suggested that a reimbursement agreement be drafted.

**MOTION** of Mr. Staub seconded by Mr. Galtere, the Board UNANIMOUSLY APPROVED Change Order for the Hilldale Road Sewer Improvements Project in the amount of \$20,570 for additional excavation subject to reimbursement agreement with PA American Water.

### **DEPARTMENT REPORTS**

**Clarence Hamm, Public Works Director:** Completed street sweeping, working on Daniel Boone Road, and working on the Library StoryWalk trail, and long boom mowing. Also discussed a request received from the Mr. Penn Fire Department to utilize the Promenade Shopping Center.

**Mr. Galtere** stated that he would like to give the authority for facility usage requests to **Mr. Bartlett** and **Ms. Getz**, when it does not involve a fee waiver. **Ms. Kircher** would like for the Board to be made aware, but agrees that they do not need to make the decision.

**Joe Rogosky, Township Engineer, Great Valley Consultants:** Nothing to report.

**Chief Morris; Police Department:** Department held a truck inspection detail, inspected 25 commercial vehicles, very successful detail. WFMZ recently featured the ETPD for an education detail that they did for PA's Move Over Law that goes into effect tomorrow. The law requires that motorists who are unable to move over for emergency vehicles must reduce speed by 20MPH below speed limit. Last week the department conducted over 30 oral interviews for officer vacancies, very outstanding candidates.

**Elizabeth Magovern, Solicitor;** Nothing to report.

**Jeff Bartlett, Township Manager:** Announced that the township was notified today by DCED that our 2020 annual financial report was approved.

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**PUBLIC COMMENT – General Comments**

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*None Submitted*

**SUPERVISOR REPORTS:**

**Ms. Kircher:** Reminded people to be careful and safe and wear a helmet when riding a bike.

**Mr. Staub:** Commented on the real estate market in Exeter Township, as of Wednesday only 27 properties listed for sale including lots for new construction. Has heard comments that people are leaving Exeter, but the market doesn't reflect that. Discussed upcoming Heritage Tournament at the RCC. Recent news story about a young man who set a low score record at the RCC.

**Mr. Speece:** Thanked all of the candidates for interviewing tonight, thanked the administration for organizing the meeting.

**Mr. Galtere:** Thanked all of the candidates, welcomed Mr. Piho to the Board. Reported on the food drive held this past weekend, extremely successful. Food pantry recipients will all receive an extra bag of food for the next three months as a result of the drive. Thanked all of the sponsors and volunteers.

**ADJOURNMENT**

**MOTION** of Mr. Speece, seconded by Ms. Kircher, the meeting adjourned at 7:44 PM.

Respectfully Submitted,

Laurie Getz  
Township Secretary