

**MINUTES**  
**EXETER TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**MONDAY, MAY 10, 2021**

**Public Meeting**

A Regular Meeting of the Exeter Township Board of Supervisors held virtually was called to order on Monday, May 10, 2021 at 7:01 PM by Greg Galtere, Chairperson.

**Supervisors Present:** Gregory Galtere, Chairperson  
David Speece, Vice Chairperson  
Michelle Kircher  
Jack Piho  
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.

**Mr. Galtere** welcomed Mr. Piho to the Board, explaining that he was successfully appointed at the special meeting.

**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.\*

**David Hughes;** Commented on the Sewer AR report. Does not think that it's accurate. Believes that the township has not collected the \$1.7M that needs to be transferred to the General Fund. Thinks the township has excessive spending. Stated it is misleading.

**ANNOUNCEMENTS**

**Ms. Getz** announced that the American Legion Post 934 will host their annual Memorial Day Parade on May 31<sup>st</sup> from 9am – 11am. Starts at the High School and ends at Forest Hill Memorial Cemetery. The Township will be participating in the parade.

## ***MINUTES OF MAY 10, 2021 BOARD OF SUPERVISORS***

### **REGULAR APPROVALS**

#### **Vacancy Board Minutes – April 26, 2021**

**Mr. Galtere** explained that this item is being skipped as the Vacancy Board will need to convene to approve the minutes.

#### **Regular Minutes – April 26, 2021**

**MOTION** of Mr. Speece seconded by Ms. Kircher, the Board UNANIMOUSLY APPROVED the April 26, 2021 Board of Supervisors Minutes.

#### **Disbursements – May 10, 2021**

**Ms. Savage** reviewed several items. Shred it invoice was to destroy police documents approved at a prior meeting. Great Valley invoice is for standard engineering charges. Invoice to Revize is for annual website maintenance service.

**MOTION** of Mr. Staub seconded by Mr. Galtere, the Board UNANIMOUSLY APPROVED payment of the bills presented on the Disbursement List dated May 10, 2021 in the amounts of \$663,218.00 in the General Fund; \$4.40 in the Utility Fund; \$57,345.80 in the Fire Fund; \$3,115.20 in the Developer's Escrow Fund; \$446.00 in the Sewer Fund; \$32,716.82 in the Golf Fund \$2,435.40 in the RCC F&B Fund; \$3,420.52 in the Promenade Fund; \$75,579.26 in the Capital Improvements Fund; \$38,636.00 in the Equipment Fund; \$371.77 in the Debt Service Fund; \$1,099.78 in the State Liquid Fuels Fund.

### **UNFINISHED BUSINESS**

#### **Monthly Golf Report**

**Mr. Galtere** explained that the report is available to view on the township website.

**Mr. Staub** discussed a discrepancy that was included in the report pointed out by a resident, there were 12 players who were mistakenly counted twice. That has been corrected. **Mr. Speece** clarified that his understanding of the report is that the first two pages are extractions of data, the actual numbers are included in the treasurer's report as well. The other pages of qualitative data are to give an idea of what's going on. Excel calculated the percentage blocks, and that's where the error was. Derrick takes a few of the numbers included in the reports and creates the report that we publish. **Ms. Savage** confirmed.

#### **Monthly Right to Know Report**

**Mr. Galtere** explained that the report is available to view on the township website.

**Mr. Speece** commented that all of the response times were less than 5-days, and expenses have been kept under control.

## ***MINUTES OF MAY 10, 2021 BOARD OF SUPERVISORS***

**Ms. Kircher** asked how many have come in that have not received a response. **Mr. Bartlett** clarified that there are none who are not given a response. Everyone gets a response even if the response is that the document does not exist, or the request cannot be fulfilled as asked.

### **Update on Outstanding Sewer Accounts Receivable Balance**

**Ms. Savage** provided an update on the outstanding sewer accounts receivable balance. Number of delinquent accounts have been reduced to 537. Payment arrangements have been set up with those who have outstanding balances as a method to collect. If no response is received to a request for a payment arrangement civil action is taken. Expect money to flow in as civil actions proceed.

### **NEW BUSINESS**

### **Consider Resolution Approving the Intergovernmental Cooperation Agreement to rejoin the County's UCC Board of Appeals**

**Mr. Bartlett** explained that there is a provision in the Universal Construction Code that allows for appeals to building code decisions. It becomes burdensome for municipalities to establish their own appeals board, this resolution and intergovernmental agreement places Exeter Township in with other municipalities in the county to share resources in the form on an appeals board. Cooperative agreement that saves time and effort. The Township has been a part of this in the past, this serves as a renewal. Recommend the Board adopt the resolution and intergovernmental agreement.

**Mr. Staub** asked if this is standard in other counties. **Mr. Bartlett** stated that some who have very large building departments have their own but this is common.

**Mr. Speece** asked if there is an extra cost to this. **Mr. Bartlett** stated it's a \$300 fee to join. Cheaper than having our own.

**MOTION** of Ms. Kircher seconded by Mr. Speece, the Board UNANIMOUSLY APPROVED Resolution Approving the Intergovernmental Cooperation Agreement to rejoin the County's UCC Board of Appeals.

### **Discussion on Park Pavilion Rentals**

**Ms. Getz** explained that the administration is recommending a phased reopening plan for outdoor park rental facilities given the continuing relaxing of COVID restrictions. Capacities have been calculated at the pavilions based on their square footage divided by 36 sq ft per person, to allow sufficient space to be under the pavilion and physically distanced. Pavilions will have posted CDC guidance, soap in the restrooms for hand washing, masks required in accordance with guidance. Staff feels confident that we can reopen the outdoor facilities at this time safely and within the restrictions. Capacities range from 24 people at smaller pavilion to 67 at larger.

## ***MINUTES OF MAY 10, 2021 BOARD OF SUPERVISORS***

**Mr. Piho** asked if the capacities include children. **Ms. Getz** stated that the total capacity stated is for total number of individuals children included.

**Mr. Speece** asked what happens if someone rents and they exceed the capacity and aren't following the rules. **Ms. Getz** explained that the department keeps records of those who have violated township rules at rental facilities as renters are made aware that they may be prevented from renting in the future should rules be violated.

**MOTION** of Mr. Staub seconded by Mr. Galtere, the Board UNANIMOUSLY APPROVED reopening township outdoor rental facilities at 50% maximum occupancy effective May 11<sup>th</sup>, 2021.

### **Consider Accepting Deed of Dedication of Right of Way at 6112 Perkiomen Avenue**

**Mr. Rogosky** explained that this is related to the District Justice land development plan approved for the site being constructed next to WalMart. Part of the requirement was that the developer give ultimate right of way to the township for use in the future. Asking for approval this evening to accept ultimate right of way as required.

**Mr. Staub** asked if the sidewalk easement is related. **Mr. Rogosky** confirmed that this is an additional easement related to the Perkiomen avenue future improvements. Allows the township under 2<sup>nd</sup> class township code to require sidewalks in the future.

**MOTION** of Ms. Kircher seconded by Mr. Speece, the Board UNANIMOUSLY APPROVED Accepting Deed of Dedication of Right of Way at 6112 Perkiomen Avenue.

### **Consider Accepting a Permanent Sidewalk Easement at 6112 Perkiomen Avenue**

**MOTION** of Mr. Staub seconded by Mr. Speece, the Board UNANIMOUSLY APPROVED Accepting a Permanent Sidewalk Easement at 6112 Perkiomen Avenue.

### **Discussion on Resuming In-Person Public Meetings for Township Boards and Commissions**

**Mr. Bartlett** explained that the Wolf Administration recently announced that COVID mitigation restrictions will lift as of May 31<sup>st</sup>. Discussed that the township does not have a very large meeting room, there is still a concern. Masks will still be required until at least 70% of population is vaccinated. CDC still recommends 6-ft distancing. Discussed that the Governor's announcement does not supersede municipalities abilities to establish and enforce more strict guidelines. Berks County is still in a high level of transmission. Only 27.8% of Berks County residents are currently fully vaccinated. Cautioned about reopening prematurely until it can be done safely. Recommended putting this item on the agenda for the next meeting, so that the administration can present a plan. The Board can then make a decision. Options can be presented at the next meeting. This was a sudden announcement.

**Mr. Galtere** asked that room capacity information be presented. **Mr. Staub** asked that the administration also present capacities for the RCC ballroom. **Mr. Bartlett** cautioned against the RCC due to logistical issues and acoustic/AV issues. **Mr. Staub** pointed out that it does give additional space. Would like to see a return to in-person meetings. **Mr. Bartlett** confirmed that the information will be presented for the RCC as a location for the Board to decide location. **Mr. Speece** would like to see

## ***MINUTES OF MAY 10, 2021 BOARD OF SUPERVISORS***

additional expenses calculated for using the RCC. **Ms. Kircher** agreed that a return to in-person meetings is needed. Would like to see acoustics at RCC worked on.

### **DEPARTMENT REPORTS**

**Clarence Hamm, Public Works Director:** Continuing to work on highway mowing, finishing touches on the StoryWalk trail at the library. Cleanup behind Radio Shack. Completed brush pick-up last week.

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

**Chief Morris; Police Department:** Welcomed Mr. Piho to the Board. Announced that the Department received a grant for pedestrian and safety efforts in areas in the township that have higher levels of pedestrian related accidents, will also focus on areas around the schools. Making progress on interview process for top 10 candidates for the officer vacancies. A lot of really good candidates. Will be participating in the Memorial Day Parade.

**Elizabeth Magovern, Solicitor:** Welcomed Mr. Piho to the Board.

**Jeff Bartlett, Township Manager:** Attended a meeting this morning hosted by the Mt. Penn Municipal Water Authority, they are in the process of applying for several grants to do work on the lake that is owned by them but located in the township. Lake will be dredged, and the dredged materials will be used to create meadows and wetlands. Asking the surrounding municipalities to supply letters of support as part of their grant application. Recommends that the township support. Discussed the bond refinancing process, as of today the process is complete. Total savings of almost \$2M, and leveled out future bond payments and will eventually trail off. Thanked Ms. Savage for all of her work on this project along with our financial advisor. Discussed campaign signs, reminded residents not to tamper with the signs. The township does not move and replace signs for mowing when on township property. It is required to get permission to place campaign signs on private property. Signs should be removed promptly following the election.

### **PUBLIC COMMENT – General Comments**

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**Caitlin Zeiber;** Commented on JP Mascaro recycling service. Bins are not being placed back where they were left. Finds them in the street. Does not want to buy new recycling bins when they get destroyed. Would like to see this addressed with Mascaro.

**David Hughes;** Commented on the board's approach. Thinks they are reactive and not proactive. Discussed employees' qualifications and commented on transparency.

### **SUPERVISOR REPORTS:**

**Ms. Kircher:** Thinks we need to keep an eye on the recycling service.

**Mr. Piho:** Thanked everyone, looks forward to working with everyone.

***MINUTES OF MAY 10, 2021 BOARD OF SUPERVISORS***

**Mr. Staub:** Welcomed Mr. Piho, mentioned a thank you received from Troop 319 for allowing the flower sales.

**Mr. Speece:** Also welcomed Mr. Piho to the board.

**Mr. Galtere:** Asked if as we receive complaints regarding recycling if we can make sure it gets to Mascaro. Ms. Getz confirmed. Mr. Galtere announced that the food pantry give was very successful. Pantry will be moving from the Promenade to Lausch Elementary School, that is where the gives will be held from now on.

**ADJOURNMENT**

**MOTION** of Ms. Kircher, seconded by Mr. Piho the meeting adjourned at 7:57 PM.

Respectfully Submitted,

Laurie Getz  
Township Secretary

DRAFT