



BOARD OF SUPERVISORS

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

AGENDA PACKET

WELCOME! Amid the ongoing COVID-19 pandemic, the Board of Supervisors will be holding virtual meetings. 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. The feed will not be active until 7:00PM on the date of the meeting.

David Speece, Chairperson dspeece@exetertownship.com
Michelle P. Kircher, Vice-Chairperson mkircher@exetertownship.com
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VIRTUAL MEETING RULES AND ETIQUETTE

****During this meeting, the Board of Supervisors will consider delaying all non-business critical items.****

If you would like to give public comment, please submit your comments via email to info@exetertownship.com or leave your comment via voicemail at 610-370-9070. **All comments must be received by Monday, April 13th at 12:00PM to be included in the meeting.** Public Comment is split into two categories, **Agenda** (*specific item listed on the agenda for discussion*) and **Non-Agenda** (*general comments*). **Be sure to specify in the subject line of your email or in your voicemail if your comment is related to an agenda item, or if it is a general comment.**

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. Comments containing profane or offensive language will not be read during the meeting.
- 2.) Please ensure that your comment can be read in 3-minutes or less. Public comment is still limited 30-minutes per meeting. How time is allotted is up to the discretion of the Chair.

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, April 13, 2020
7:00PM**

Call to Order
Pledge to the Flag
Roll Call

PUBLIC COMMENTS: *Comments on Agenda Items*

REGULAR APPROVALS

1. Minutes – March 9, 2020
1. Ratification of Disbursements – March 23, 2020
2. Disbursements – April 13, 2020
3. Treasurer’s Report – February

OLD BUSINESS

1. **Monthly Golf Report – March**
 - The report is available on the Township’s website.
2. **Monthly Right to Know Request Report – March**
 - The report is available on the Township’s website.
3. **Discussion on Wastewater Treatment Plant Sale Proceeds Fund**
 - Update on Wastewater Treatment Plant proceeds.
4. **Discussion on RFP responses of Architect for the Promenade Shopping Center**
 - Discussion to select three candidates to interview.
5. **Adopt Short-Term Lodging Ordinance**
 - Township staff have reviewed public comments and do not recommend any changes at this time.

NEW BUSINESS

1. **Approve Ratification of the Declaration of Emergency**
 - The Township Manager declared a disaster emergency on 3/23/20 due to the COVID-19 public health crisis. This declaration allows the Township to continue to address the essential needs of its residents in the safest, fastest, and most efficient means

possible during this crisis. The declaration also may create eligibility for certain grants available in such emergencies.

2. **Authorize Cohen Law Group to Negotiate Cable Franchise Agreement with Comcast**
 - The existing Cable Franchise Agreement will expire in 2022. The Cohen Law Group is negotiating the cable franchise agreement on behalf of 9 other local municipalities currently.
3. **Approve Contract with Asphalt Maintenance Solutions LLC in the amount of \$96,900 for the 2020 Bituminous Seal Coat Project**
 - One bid was received for the 2020 Bituminous Seal Coat Project. This project includes Moyer Road, Wegman Road, Hartman Road, and Sadowski Drive.
4. **Discussion on Stormwater Matter on Hilldale Road**
 - A Township owned swale is no longer functioning properly and requires action by the Township to correct.
5. **Authorize Advertisement of Request for Proposal (RFP) for the Daniel Boone Homestead Master Plan**
 - The Township has received a \$50,000 grant to complete a Master Plan from DCNR's Community Conservation Partnership's program.
6. **Approve Study Committee for the Daniel Boone Homestead Master Plan Process**
 - A member of the Board is being asked to participate on the committee.
7. **Consider Authorizing Purchase of Equipment for the Reading Country Club Golf Course**
 - A prioritized list of equipment has been provided by the Fleet Manager for review by the supervisors. The Reading Country Club Golf Committee to provide input on immediate need versus future purchase plans.
 - Priority #1:** John Deere 2500B PrecisionCut Gas Riding Tee Mower - \$32,981.25
 - Used for mowing tees, collars, and approaches. Will replace a 2003 model no longer in good working condition due to a seized engine and weak hydraulic pump.
 - Priority #2:** Kubota 4WD Tractor w/ extended warranty - \$30,890.13
 - Used primarily to pull large rough mower during golf season. To replace worn 1999 model in need of over \$4,000 in repairs. The 1999 model can be sold or traded in at low value.
 - Priority #3:** Ventrac 4500Z Tractor - \$46,510.14
 - Purchase to replace 2005 model for which parts are no longer made. The 2005 will be kept and used as a parts source for another tractor of the same model that is in better working condition.

8. **Authorize Purchase of 2020 Ford Explorer Police Interceptor for \$48,400.00**
 - This is a budgeted item to replace a 2014 Ford Explorer that will be re-purposed as a training vehicle.
9. **Authorize Purchase of 2020 Ford F150 Police Interceptor for \$53,035.90**
 - This is a budgeted item to replace a 1996 Ford F350 Police traffic truck.
10. **Approve Resolution Forgiving April 2020 Rent Payments to Township for Promenade Tenants**
 - Consider forgiving April 2020 rental payments otherwise owed to the Township for those tenants at the Promenade Shopping Plaza who are being adversely impacted by the Pandemic.
11. **Letter of Support for Berks Nature's Application to the NFWF Delaware Watershed Conservation Fund for Carsonia-Crystal Lake Restoration Project**
 - Berks Nature is submitting an application for the restoration of the Crystal Lake located within Carsonia Park. The project intent is to restore the lake to its natural conditions.
12. **Approve Contract with Safe City Solutions to conduct Sergeant Promotional Testing in amount of \$2,200**
 - This is a budgeted item. Testing is part of the department's succession planning as two Sergeant's will be retiring at the end of the year.
13. **Authorize Settlement of an Assessment of Business Privilege Taxes**
 - Business Privilege Tax is subject to the strict protections of taxpayer confidentiality. Details on this item are confidential.
14. **Update on Community Communications Committee**
 - A draft of the Community Communications Plan will be reviewed by the supervisors.
15. **Update on Reading Country Club Clubhouse Committee**
 - Committee leadership will provide an update on Reading Country Club restaurant operations.
16. **Approve Contract for the 2019 Traffic Signal Upgrades Project – Principally funded through the PennDOT Green Light Go Program**
 - This is for traffic signal upgrades at the intersections of Perkiomen Avenue (SR0422) and DeMoss Road\W. 47th St, and Perkiomen Avenue (SR0422) and Lorane Road (SR2019), and East Neversink Road (SR2039) and Hearthstone Drive.

DEPARTMENT REPORTS
PUBLIC COMMENT – *General Non-Agenda Items*
SUPERVISOR REPORTS

ADJOURNMENT

For Internal Secretary Use:

Next Meeting: April 27, 2020

Next Ordinance: 831

Next Resolution: 12