



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 27th 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 27, 2020
7:00PM**

Call to Order
Pledge to the Flag
Roll Call

PRESENTATIONS

Promenade Shopping Center Survey Results Presentation

- Results from the community survey completed in September 2019 will be reviewed.

PUBLIC COMMENTS: *Comments on Agenda Items*

REGULAR APPROVALS

1. Minutes – April 13, 2020
2. Disbursements – April 27, 2020
3. Treasurer’s Report - March

UNFINISHED BUSINESS

1. **Discussion on Wastewater Treatment Plant Sale Proceeds Fund**
 - Update on Wastewater Treatment Plant proceeds.
2. **Discussion on RFP responses for an Architect for the Promenade Shopping Center**
 - Responses to this RFP issuance were received in December. The purpose of this discussion will be for the Board to narrow down the pool of respondents and select three to interview as part of ongoing fact-finding and preliminary planning for the future of the property.
3. **Adopt Short-Term Lodging Ordinance**
 - Township staff have reviewed public comments and do not recommend any changes at this time. **It should be noted that the public hearing on this ordinance was held in February and as such the 90-day adoption timeframe is approaching.**

NEW BUSINESS

1. **Consider Approving Property Tax Relief Resolution**
 - The County of Berks has passed a resolution to extend their flat rate period through September 30th. Governor Wolf on April 20th signed Act 15 into law, providing for

property tax relief by allowing taxing districts to waive late fees and penalties for taxes paid through December 31, 2020. **If action is to be taken it must be done by resolution and provided to the Tax Collector by May 20th.**

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. Joining the group negotiations will mean a discounted legal fee, in addition to greater negotiating power. **The deadline to join the negotiations is April 27, 2020.**

Details on Cable Franchise Agreements: Cable companies utilize public rights-of-way to operate their cable systems, entitling host municipalities to a fair return in exchange for access to the right-of-way. Federal law allows municipalities to assess a maximum franchise fee of 5% on the cable company's gross revenues. In addition to monetary benefits, these customary agreements allow municipalities to establish customer service expectations, reporting requirements, and other standards. **What Cable Franchise Agreements DO NOT do:** The agreement does not dictate what cable provider a resident should have, nor does it require that a provider expand service to areas already served by other cable companies.

3. Approve Contract with Stratix to Update Sharepoint in the Amount of \$8,050

- The Township's content management solution, SharePoint, is out of date. The Township is looking to update and host the information on Microsoft's cloud. Setup, migration, and training are included in the proposal.

4. Lincolnwood Community Expansion Traffic Impact Assessment (TIA) discussion

- Lincolnwood Mobile Home Community submitted a Sketch Plan looking to expand their facility behind Walmart. They have prepared a Transportation Impact Assessment Scope (TIAS) which has been reviewed by the Township Engineer. The Township Planning Commission, during their 4/20/20 meeting, recommended the Board accept the proposed scope with the condition that all intersections have a complete evaluation conducted along with the addition of Lorane Road/Lincoln Road, per Township ordinance Section 330-47. Township code reserves the right for the Board of Supervisors to require a traffic study be conducted.

5. R.M. Palmer Warehouse Time Extension Request

- This is an approved Land Development plan from 2004. It has previously received two (2) 5-year time extensions. Township staff caution that the plan may no longer meet current Township ordinances.

6. Approve Lease Terms with First National Bank for John Deere 2500B PrecisionCut Gas Riding Tee Mower

- The bank has proposed terms over a 3, 4, or 5-year lease.

7. **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. This is a 50/50 matching grant. **The grant agreement period expires 12/31/2021, the Master Plan process will take approximately 1-year to complete.**

8. **Update on Community Communications Committee**
 - Committee leadership will provide an update on Community Communications Committee status.

9. **Update on Reading Country Club Clubhouse Committee**
 - Committee leadership will provide an update on Reading Country Club restaurant operations.
 - Discuss and consider engagement letter submitted by a consultant to analyze the business model for the property.

10. **Authorize Background Check for Cost Not To Exceed \$3,000**

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: 13