

MINUTES
EXETER TOWNSHIP BOARD OF SUPERVISORS MEETING
SEPTEMBER 23, 2013

A Regular Meeting of the Exeter Township Board of Supervisors was called to order on Monday, September 23, 2013, at 7:00 P.M. in the Township Building by Chairman Donald R. Wilson.

Supervisors Present: Donald R. Wilson, Chairman
Gary E. Lloyd, Vice Chairman
Dona L. Starr
Kenneth A. Smith
Jeff Bukowski

Others in Attendance:

Troy S. Bingaman, Manager/Secretary/Treasurer
Andrew J. Bellwoar, Esquire, Solicitor
Cheryl A. Franckowiak, Zoning/Assistant Code Enforcement Officer
Christopher L. Neidert, Chief of Police
Clarence D. Hamm, Highway Superintendent
Scott Anderson, P.E., Great Valley Consultants

Pledge of Allegiance

The Meeting was opened with the recitation of the Pledge of Allegiance.

Public Comment

None

Minutes of June 26, 2013 Joint Glen Oley Farms Meeting & September 9, 2013 Regular Meeting

MOTION by Mr. Smith, seconded by Mrs. Starr, to approve the minutes of the June 26, 2013 joint Glen Oley Farms meeting and the September 9, 2013 regular meeting as presented. Motion carried with Mr. Wilson, Mr. Smith, Mrs. Starr and Mr. Lloyd voting in favor, and Mr. Bukowski abstained.

Disbursements

MOTION by Mr. Lloyd, seconded by Mrs. Starr, to approve for payment the bills presented on the Disbursements List dated September 20th in the amounts of \$131,019.50 in the General Fund; \$14,192.44 in the Utility Fund; \$29,213.90 in the Sewer Fund; \$6,725.46 in the Park Fund; and, \$41,331.57 in the State Fund. Motion carried unanimously.

UNFINISHED BUSINESS

Sidewalk Maintenance Agreement – Rte. 562 / Shelbourne Road / Oley Turnpike Road

Mrs. Franckowiak stated she sent notices regarding the sidewalks and the maintenance agreement to the owners of record of four properties at this intersection. She stated only the Exeter School District responded with no objection. She stated Mr. Quinter from the School Board was in attendance and asked if he had any comments. She suggested the Board make a decision on the sidewalks and the maintenance agreement noting the State was paying for everything, and the agreements would be between the Township and the property owner. The Solicitor stated the Township had no ordinance placing the responsibility of maintenance/repair

of sidewalks on the property owner. Mr. Bukowski stated, after reviewing the second class Township code, the maintenance of the sidewalks was the responsibility of the property owner. The Solicitor stated if that was the case, maintenance was already required. Mr. Quinter stated the School Board thought it was something the Township wanted and it wanted to cooperate with the Township. He stated they did not want to spend the money; but, would do it. He felt because of the grade of the soil bank on that side of the road, it would forever be an orphaned sidewalk. Mr. Bukowski stated this was an opportunity to have a sidewalk built at the State's expense, and felt it was safer to walk on a sidewalk than along the side of the road. There was a general discussion on accepting the agreement and potential use of sidewalks in that area. Mr. Smith asked if it was possible to do this on three corners and not all corners to which Ms. Stacy Krzyzewski, Consultant for PennDOT, stated PennDOT preferred sidewalks be installed on all four corners. *Lisa VanderLaan*, 5560 Boyertown Pike, asked questions about the grade of the bank beside the sidewalk at one location and where the snow would be placed when it was shoveled. Mr. Bukowski suggested looking into adjusting the grade at that location so snow could be placed on the property not in the road. There was additional general discussion on the potential of posting signs stating no pedestrian walkway, the school district using motorized equipment to plow the snow on their portion of the sidewalk and if there were pedestrian traffic signals. *Tom Howell*, P.O. Box 4635, asked if the Catholic School plan was still in existence to which Mrs. Franckowiak stated it had been withdrawn. Mrs. Franckowiak clarified if someone from the PC would not have raised the issue of sidewalks, the Board would not be discussing the matter now.

MOTION by Mr. Bukowski, seconded by Mr. Smith, to accept the Route 562/Shelbourne Road/Oley Turnpike Road Sidewalk Maintenance Agreement. Motion carried with Mr. Wilson, Mr. Smith, Mr. Bukowski and Mr. Lloyd voting in favor, and Mrs. Starr opposed.

Historical Preservation Overlay – Proposed Zoning Ordinance Amendment

Mrs. Franckowiak stated, while the Planning Commission (PC) completed their review, she was not sure a motion was made and asked what there was to discuss. Mr. Wilson stated the PC wanted to ask the Board if there were any items they were concerned about. Mr. Smith stated he was opposed to imposing the 300 foot restrictions on properties adjacent to historical properties as it was an infringement on the rights of a personal property owner. Mrs. VanderLaan made comments on the language which she stated was in place for the Board to make a determination on whether or not the Board wanted to enact a clause. She stated the 300 foot restriction referred to large parking lots and situations that might cause storm water runoff. She noted at the time the historical map was made, there were only 6 properties on the National Historical Register and noted significant steps were needed to place properties on the register. There was a discussion between Mrs. Franckowiak and Mrs. VanderLaan on the Bishop House that abuts the Reading Country Club land which is owned by the Township. Mrs. VanderLaan stated this amendment would not prohibit anyone from building anything. Mr. Smith asked if Class I properties were not affected, why was the restriction in the ordinance. Mr. Bukowski felt this proactive approach could prevent a reactive approach later on. There was a further discussion on the matter. Mrs. VanderLaan stated all four classes would have to apply and the application would go to the Historical Commission who would study it and make a recommendation as to whether or not the property would be included. Mrs. Franckowiak stated if application was made through subdivision and land development, that would be one thing; but, in the example of the Bishop House, there would be no mechanism to bring the matter before the Board to do an impact statement. Mr. Bukowski agreed that the restriction would be limited. Mrs. VanderLaan disagreed stating the language would cover it. Mr. Bukowski felt the Board had spent enough time on this matter and the points were understood. He felt the proposed amendment might be too restrictive. Mrs. VanderLaan made several more suggestions on language and Mr. Bukowski

stated the PC needed to review it again. Mrs. Franckowiak felt if some property owner wanted to voluntarily come into the Historical program, why not let the neighbors know. Mr. Bukowski agreed it was important for a neighbor to know how they would be affected. Mr. Smith stated if the parties involved wanted to continue the conversation they could do it privately then come back to the Board again. Mr. Wilson objected stating the problem was that matters like this get pushed along and he liked the 300 feet restriction. Mr. Wilson stated the other things the PC will look at are lighting, permits, signage and non-compliant penalties; and at the 300 foot issue for Class I properties only. It was also agreed the Solicitor should review the language and comment on any issues or concerns.

Strategic Planner RFP

Mr. Bingaman stated an RFP had been drafted for the Board's consideration with an expansion of the visioning process and asked for comments on the content. Mrs. Franckowiak stated visioning for her was to see what all the stakeholders felt was needed. Mr. Lloyd felt it might be necessary to hire someone to write the RFP which was the first step. Mr. Bukowski felt during the presentations it was clear they understood what was needed and visioning was not the only thing needed. Mrs. Franckowiak felt both companies knew what we wanted; but, we were struggling with how it should be written. Mr. Bukowski felt each company knew what the Board wanted and we should ask what the steps were and how much it was going to cost. Mrs. Franckowiak stated it might be better to have them write the RFP and there was a general discussion on how to proceed. Mr. Bingaman was not sure the companies knew what the end result would be. Mr. Bukowski felt the whole effort was a year-long strategic plan/visioning project. He stated the deliverable was a piece of the comprehensive plan. Mr. Smith suggested adding a paragraph in the RFP asking for anything more they felt would be workable for the Township. Mr. Lloyd felt there was a difference between the visioning and the plan. The lengthy conversation continued. Mr. Wilson felt the whole thing was in two parts, the first of which was the visioning. Mrs. Starr stated a long time ago, this Board said we wanted to bring business to Exeter Township to help the tax base. Anything else that happens along with that would be a bonus. She wanted to know why the Board was making this so complicated. Mr. Bukowski agreed, stating we can't micromanage the process, a month had gone by and it had not been done. Mr. Lloyd continued to state his position.

MOTION by Mr. Smith, seconded by Mr. Bukowski, to proceed with the corrections to the RFP and to add a paragraph asking for anything more they felt would be workable for the Township to be returned by the October 14th Board Meeting.

Linda Focht, 50 Glen Oley Drive, stated since the Board was hiring a strategic planner, the Board should not be trying to tell the expert what they should look for and the Board should consider this process to be more than attracting business to the community. Mr. Bukowski noted the candidates had been interviewed, the choice had narrowed to two, and we were writing the RFP to define what had to be done and what it would cost. Mr. Lloyd asked if the companies could list the total number of hours it would take. Mr. Bukowski stated he did not care, if it got the Board to a goal that everyone agreed on. Mr. Wilson suggested adding a reference to Berks County's vision 2020. Mrs. Franckowiak stated the introduction was not necessary again.

Motion carried with Mr. Smith, Mrs. Starr and Mr. Bukowski voting in favor, and Mr. Wilson and Mr. Lloyd opposed.

NEW BUSINESS**Transportation Impact Assessment – Proposed ALDI's Supermarket**

Mr. Anderson stated GVC was requiring the proposed traffic impact assessment for the proposed ALDI supermarket to include Perkiomen Avenue and DeMoss Road/47th Street; DeMoss Road and Site Driveway/Exeter Commons Driveway; DeMoss Road and Gibraltar Road; and Perkiomen Avenue (SR422) and Site Driveway. In addition, Chief Neidert recommended adding Gibraltar Road and SR 422.

MOTION by Mrs. Starr, seconded by Mr. Lloyd, to approve the proposed ALDI's Supermarket Transportation Impact Assessment scope and the Police Chief's recommendations of adding Gibraltar Road & Route 422, in accordance with the concurrence of PennDOT and the recommendation of the Planning Commission.

Mrs. VanderLaan asked about the mobile home encroachments and the legal agreement between ALDI and the park owner. Mr. Wilson said the PC suggested the Solicitor review the situation. The Board had no objection. Motion carried unanimously.

2013 Pension State Aid Distribution Resolution #2013-14

Mr. Bingaman stated \$392,320.21 in Pension State Aid had been received which was a 6% increase over last year's amount. He requested a resolution to distribute the funds to the three plans.

MOTION by Mrs. Starr, seconded by Mr. Smith, to adopt Resolution #2013-14, approving the distribution of State Aid received for the Township's three (3) pension plans. Motion carried unanimously.

2014 Pension Minimum Municipal Obligation (MMO) Resolution #2013-15

Mr. Bingaman stated it was time to adopt the new MMO's for 2014. He stated the amounts were \$456,349 for the Police Plan; \$115,181 for the Non-Uniform, Non-Union Plan; and \$182,040 for the Union Plan. He stated \$392,320.21 would be received to go toward those pensions and the estimated contribution from the Township would be \$361,547 which was an increase of \$20,300.

MOTION by Mr. Lloyd, seconded by Mrs. Starr, to adopt Resolution 2013-15, approving the 2014 MMO's for the Township's three (3) Pension Plans. Motion carried unanimously.

SOLICITOR'S REPORT

None

INDIVIDUAL REPORTS**PennDOT Resolutions for Intersection Improvements**

Mr. Anderson stated, in the future for any intersection improvements, PennDOT would be requiring a resolution from the Township for the purpose of creating a good paper trail and to restate all maintenance requirements.

Parks & Recreation Annual Golf Tournament

Mr. Wilson thanked Joe Seltzer for another excellent job on the Golf Tournament on Friday. Mr. Bukowski echoed Mr. Wilson's comments and added a thank you to the staff that helped as well.

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Happy Birthday Mr. Hamm

The Board wished Mr. Hamm a happy 60th birthday.

Exeter Games

Mr. Bukowski stated he received an email from parents complimenting Mr. Seltzer on the Exeter Games and he wanted to share that with the Board.

Executive Session for Collective Bargaining

Mr. Bukowski stated an Executive Session for collective bargaining discussions would be held after the meeting.

ADJOURNMENT

MOTION by Mr. Bukowski, seconded by Mr. Smith, to adjourn the Meeting. Motion carried unanimously. The Meeting adjourned at 7:49 P.M.

Respectfully Submitted,



Troy S. Bingham
Township Secretary

Selective Check Register

Exeter Township

Including all check statuses

For Bank Id GC and Check Number from 081834 to 081926

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GC	081837	O	0000008351	CRAIG E DOWNS	09/19/2013		3,431.04
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GC	081852	O	0000009677	CHRISTOPHER L GEORGE	09/23/2013		42.00
GC	081853	O	0000009712	CINTAS DOCUMENT MANAGEMENT	09/23/2013		55.44
GC	081854	O	0000001073	COLLECTOR SOLUTIONS INC	09/23/2013		151.15
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GC	081862	O	0000001500	E J BRENNEMAN LP	09/23/2013		321.16
GC	081863	O	0000000471	E KURT UNTERKOEFLER	09/23/2013		15.00
GC	081864	O	0000000070	FEDEX	09/23/2013		399.44
GC	081865	O	0000000165	FISHER SCIENTIFIC	09/23/2013		14.88
GC	081866	O	0000000119	GARY P SNYDEMAN	09/23/2013		14.00
GC	081867	O	0000002033	GEHMAN EXHAUST REPAIR LLC	09/23/2013		127.95
GC	081868	O	0000004060	GRAINGER	09/23/2013		286.47
GC	081869	O	0000000156	GREGORY G KOONTZ	09/23/2013		174.59
GC	081870	O	0000000741	HARRIS COMPUTER SYSTEMS	09/23/2013		452.70
GC	081871	O	0000002034	HILLCREST RACQUET CLUB	09/23/2013		900.00
GC	081872	V	0000000776	HOME DEPOT CREDIT SERVICES	09/23/2013		0.00
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Selective Check Register

Exeter Township

Including all check statuses

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GC	081877	O	0000001957	JAMES I MC HENRY	09/23/2013		33.00
GC	081878	O	0000008382	JOHN E. ANTUSH	09/23/2013		45.00
GC	081879	O	0000005888	LEVAN MACHINE MACHINE & TRUCK EQUIPMENT	09/23/2013		2,190.38
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GC	081881	O	0000005800	MET-ED	09/23/2013		12,856.68
GC	081882	O	0000005828	MINUTEMAN PRINTING INC	09/23/2013		315.00
GC	081883	O	0000008188	NAPWDA	09/23/2013		180.00
GC	081884	O	0000000144	NATIONAL CLEANERS	09/23/2013		372.63
GC	081885	O	0000008031	NORMAN R. WILLIG	09/23/2013		37.50
GC	081886	O	0000006163	PA ONE CALL SYSTEM INC	09/23/2013		178.50
GC	081887	O	0000002085	PA TRUCK CENTERS INC	09/23/2013		576.48
GC	081888	O	0000009550	PARTSMaster	09/23/2013		57.76
GC	081889	O	0000008058	PEN TELE DATA	09/23/2013		25.00
GC	081890	O	0000001268	PENN STATE UNIVERSITY	09/23/2013		46.00
GC	081891	O	0000008133	PENNSYLVANIA-AMERICAN WATER COMPANY	09/23/2013		7,619.14
GC	081892	O	0000009451	PLAY IT AGAIN SPORTS	09/23/2013		1,110.00
GC	081893	O	0000002627	PMHIC	09/23/2013		77,970.52
GC	081894	O	0000001145	QUIGLEY DODGE	09/23/2013		591.40
GC	081895	O	0000000929	RAY'S MOTOR SERVICE INC	09/23/2013		136.21
GC	081896	O	0000000898	RAY'S TIRE SERVICE INC	09/23/2013		555.48
GC	081897	O	0000000561	RAYCO AUTO INTERIORS	09/23/2013		225.00
GC	081898	O	0000006650	READING EAGLE CO	09/23/2013		172.40
GC	081899	O	0000000206	RUSCO HYDRAULICS INC	09/23/2013		157.14
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GC	081904	O	0000000015	SIANA BELLWOAR & MC ANDREW LLP	09/23/2013		2,070.14
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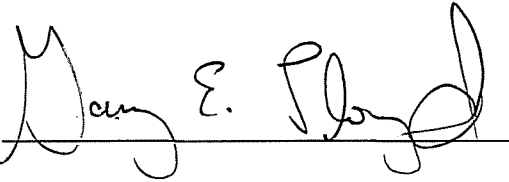
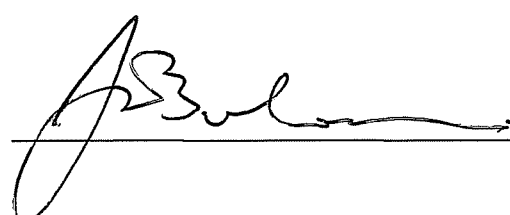
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Exeter Township
Including all check statuses
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GC	081917	O	0000008074	VEN-MAR SALES INC	09/23/2013		465.60
GC	081918	O	0000000850	VERIZON	09/23/2013		66.76
GC	081919	O	0000002329	WALMART COMMUNITY BRC	09/23/2013		219.49
GC	081920	O	0000001238	WINDSTREAM	09/23/2013		1,384.31
GC	081921	O	0000002249	ZEE MEDICAL SERVICE CO #52	09/23/2013		164.97
GC	081922	V	0000001408	COMMERCE BANK	09/23/2013		0.00
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Exeter Township
Including all check statuses
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VC	001050	O	0000002550	EASTERN INDUSTRIES INC	09/23/2013		42,192.52
VC	001051	O	0000003100	EXETER SUPPLY CO INC	09/23/2013		41.00
VC	001052	O	0000002311	INTERSTATE BATTERY SYSTEM	09/23/2013		203.90
VC	001053	O	0000005100	LAWSON PRODUCTS INC	09/23/2013		114.26
VC	001054	O	0000008264	LYNX COMPUTER TECHNOLOGIES INC	09/23/2013		257.19
VC	001055	O	0000000912	NEW HOLLAND AUTO CARE	09/23/2013		222.71
VC	001056	O	0000001001	NEW HOLLAND AUTO GROUP	09/23/2013		518.17
VC	001057	O	0000000345	NEW RHOADS TRANSPORTATION	09/23/2013		4,990.00
VC	001058	O	0000002165	PIONEER CROSSING LANDFILL	09/23/2013		1,190.22
VC	001059	O	0000006700	READING FOUNDRY & SUPPLY CO LLC	09/23/2013		9.23
VC	001060	O	0000006805	RED THE UNIFORM TAILOR	09/23/2013		305.00
VC	001061	O	0000000353	RIDGEWOOD SOILS	09/23/2013		165.72
VC	001062	O	0000000626	SUBURBAN WATER TESTING LABS	09/23/2013		4,624.50

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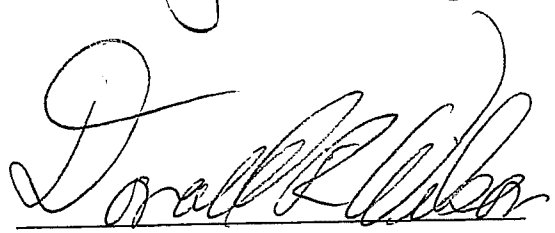
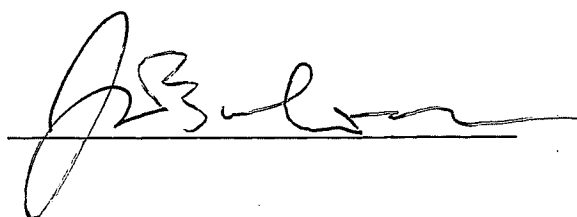
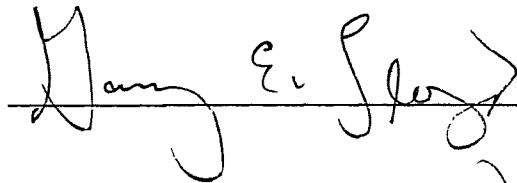
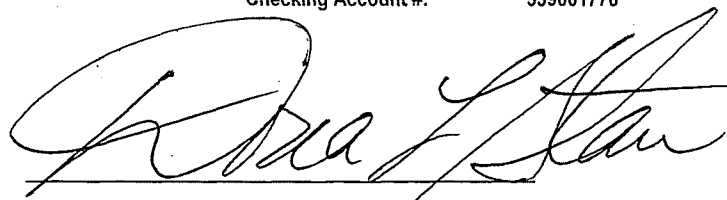
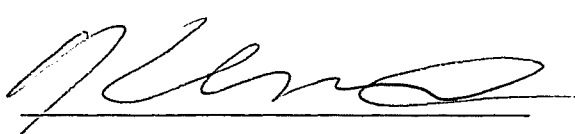
539001776

Bank ID Totals:

55,063.29

Report Totals:

55,063.29



609645

**EXETER TOWNSHIP
RESOLUTION #13- 14**

WHEREAS, UNDER Act 205 of 1984, the Municipal Pension Plan Funding Standard and Recovery Act, the Municipalities have been given the responsibility to distribute the annual state allocation to Municipal Pension Plans; and

WHEREAS, such distribution of State allocation must be authorized by Resolution of the governing body; and

WHEREAS, the sum of \$392,320.21 was received from the Commonwealth of Pennsylvania, Office of the Auditor General under date of September 23, 2013 and deposited into the Exeter Township General Fund Account.

NOW, THEREFORE, BE IT RESOLVED that the Township's Chief Administrative Officer be authorized and directed to distribute the State Allocation plus General Revenues to fund the 2013 MMO as follows:

<u>TOWNSHIP PLAN</u>	<u>ALLOCATION</u>	<u>GENERAL FUNDS</u>	<u>TOTAL MMO</u>
Police Pension Plan	\$ 225,297.80	\$199,466.20	\$ 424,764.00
Employee (Non-Union Pension Plan)	\$ 31,074.86	\$ 68,391.14	\$ 99,466.00
Employee (Union Pension Plan)	\$ 135,952.55	\$ 46,087.45	\$ 182,040.00
Total:	\$ 392,320.21	\$294,325.81	\$ 659,089.00

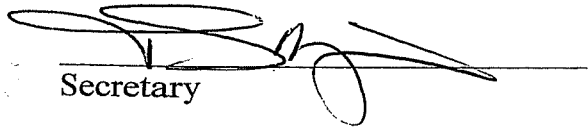
AND, BE IT FURTHER RESOLVED that the Chief Administrative Officer will be directed to report to the Office of the Auditor General, the manner in which the State Allocation has been distributed.

ADOPTED, this 23rd day of September 2013

**EXETER TOWNSHIP
BOARD OF SUPERVISORS**


Chairman

ATTEST:


Secretary

**EXETER TOWNSHIP
RESOLUTION #2013- 15**

BE AND IT IS HEREBY RESOLVED, that based upon the detailed actuarial development of plan costs for the Exeter Township Police Pension Plan, the Exeter Township Non-Uniformed Pension Plan and the Exeter Township Teamster's Pension Plan, of Exeter Township, Berks County, Pennsylvania, the Board of Supervisors acknowledges the funding requirements for each of the aforementioned plans. These actuarial costs have been submitted pursuant to an actuarial valuation completed as of January 1, 2011, by the firm of Conrad Siegel Actuaries.

THEREFORE, Exeter Township recognizes these funding requirements and makes provisions for these costs as part of their budget for the year 2014.

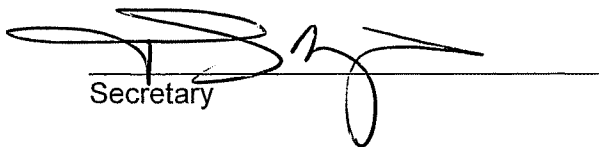
PASSED AND APPROVED at a Regular Meeting of the Board of Supervisors of Exeter Township, Berks County, Pennsylvania, held this 23rd day of September 2013.

**EXETER TOWNSHIP
BOARD OF SUPERVISORS**



Chairman

ATTEST:


Secretary

**Exeter Township Police Pension Plan
2014 Minimum Municipal Obligation**

1 Normal Cost Percentage ¹	16.6%
2 Administrative Expense Percentage ¹	1.8%
3 Total Percentage (1 + 2)	18.4%
4 Estimated 2013 Total Gross W-2 Payroll	\$ 2,562,870
5 Annual Cost (3 x 4)	\$ 471,568
6 Amortization Contribution Requirement ¹	\$ 189,811
7 Financial Requirements (5 + 6)	\$ 661,379
8 Member Contributions Anticipated	\$ 205,030
9 10% of Negative Unfunded Liability ¹	\$ 0
10 Minimum Municipal Obligation (7 - 8 - 9) (Due Before 12-31-2014)	\$ 456,349

609645



 Authorized Signature


9/23/13

 Date

¹ Based upon 01/01/2011 Actuarial Valuation

Exeter Township Employees' Pension Plan
2014 Minimum Municipal Obligation

1 Normal Cost Percentage ¹	8.0%
2 Administrative Expense Percentage ¹	1.4%
3 Total Percentage (1 + 2)	9.4%
4 Estimated 2013 Total Gross W-2 Payroll	\$ 534,541
5 Annual Cost (3 x 4)	\$ 50,247
6 Amortization Contribution Requirement ¹	\$ 64,934
7 Financial Requirements (5 + 6)	\$ 115,181
8 Member Contributions Anticipated	\$ 0
9 10% of Negative Unfunded Liability ¹	\$ 0
10 Minimum Municipal Obligation (7 - 8 - 9) (Due Before 12-31-2014)	\$ 115,181



 Authorized Signature

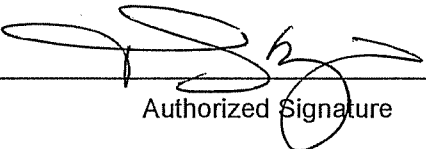
 9/23/13
 Date

¹ Based upon 01/01/2011 Actuarial Valuation

Exeter Township Non-Uniformed - Union Pension Plan
2014 Minimum Municipal Obligation

1 Employer Contribution Amount	<u>\$4,920.00</u>
2 Administrative Expense	<u>0</u>
3 Total Amount (1 + 2)	<u>\$4,920.00</u>
4 Estimated 2014 Covered Employees	<u>37</u>
5 Financial Requirements (3 x 4)	<u>\$182,040</u>
6 Advance Employer Contribution	<u></u>
7 Minimum Municipal Obligation (5 - 6) (Due Before 12-31-2014)	<u>\$182,040</u>

609645



Authorized Signature

9/23/13

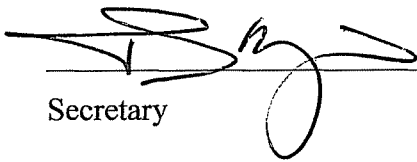
Date

**EXETER TOWNSHIP
RESOLUTION #2013-16**

BE IT RESOLVED, by the authority of the BOARD OF SUPERVISORS of the TOWNSHIP
OF EXETER, BERKS COUNTY, and it is hereby resolved by the authority of the same, that the
Chairman of said Partner be authorized and directed to sign the attached Sidewalk Maintenance
Agreement on its behalf.


TOWNSHIP OF EXETER

ATTEST:


Secretary


Chairman

I, Troy S. Bingaman, Secretary, Exeter Township, Board of Supervisors do hereby certify that
the foregoing is a true and correct copy of the Township's Resolution No. 2013-16 adopted at a
regular meeting of the Board held on September 23, 2013.


Troy S. Bingaman, Township Secretary

9/23/13
(Date)

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