

ROBESON TOWNSHIP BOARD OF SUPERVISORS

Robeson Township Municipal Building, 2689 Main Street, Birdsboro PA 19508 Berks County

WORKSHOP MEETING

MINUTES

May 08, 2025

The Workshop Meeting of the Robeson Township Board of Supervisors occurred at the Municipal Building, 2689 Main Street, Birdsboro, PA on Thursday May 08, 2025. Vice-Chair, Jeff Rhoads called the meeting to order at 7:00pm. Supervisors in attendance were Jeff Rhoads, Timothy Bitler, Scott Gullo and Joy Breidenstein. Chairman Chris Smith was absent. Also present were Solicitor Colin Macfarlane, Acting Chief of Police Jason Rimby, Township Engineer Ryan Rhode and Township Manager Rich Howett.

I. Call To Order

- a. **Pledge Of Allegiance**
- b. **Roll Call of Supervisors**
Chairman Smith – Absent
Supervisor Bitler – Present
Supervisor Rhoads – Present
Supervisor Gullo – Present
Supervisor Breidenstein – Present

II. Citizen Concerns / Public Comment

- a. None

III. Correspondence

No further action taken on the correspondence provided per the agenda below;

- a. TriCounty Landscape Creations / Halter Landscaping merger*
- b. Brubacher Services*
- c. PennDOT Maintenance – Cumru Township*
- d. PennDOT – Liquid Fuels Payment*
- e. GoGov – Municipality Services*
- f. PSATS News Bulletin*
- g. PSATS Beneath The Dome*
- h. PSATS Insurance And Retirement Services*
- i. Show Me The Money*
- j. 811 Pipeline Safety

IV. Police

- a. Update on building repair estimates – One estimate was received IRO \$40,000.00.
- b. Discussion of fee schedule for RT Police Department Services.

Motion requested to adopt Resolution 2025-12, an addendum to 2025-04 fee resolution schedule incorporating Robeson Township Police Department named services into the Robeson Township fee schedule.

Motioned By Supervisor Breidenstein

Seconded By Supervisor Gullo

YES - Breidenstein, Gullo, Rhoads

ABSENT - Smith

NO – Bitler

Motion passed

V. Finance / Other

- a. Monthly Expenses
- b. Treasurer's Report
- c. Sewer Aging Report

Motion requested to accept the Finance and Other documentation “as in possession of”.
Motioned by Supervisor Breidenstein
Seconded by Supervisor Gullo
YES - Breidenstein, Rhoads, Gullo ABSENT – Smith NO - Bitler
Motion passed.

VI. Manager’s Comments

- a. Teamsters Formal Request for Negotiations – The current agreement is set to expire December 31, 2025. They would like to establish a meeting date in early June 2025. Manager Howett will notify BOS of optional dates once they are received. Supervisor Bitler requested the formation of a committee for the meeting. Supervisor Gullo expressed interest in being involved. One other undetermined member of the Board will join them.
- b. ATS Gibraltar Park cameras quote.

Motion requested to choose options 1, 2, 3 and 4 on the ATS quote as provided.
Motioned by Supervisor Gullo
Seconded by Supervisor Bitler
YES – Breidenstein, Gullo, Bitler, Rhoads ABSENT – Smith
Motion passed

- c. New Admin Hire - Discussed in Executive Session.
- d. UV Light at Gibraltar Park – PublicWorks consulted with Aqua Treatment Services who expressed concern that the equipment was likely tampered with. The new part is installed. The approximate cost of the damage is \$2000.00. Water testing to follow.
- e. Junkyard License Renewals – duly signed following adjournment of the meeting.
- f. Letter concerning RT house fire/department personnel – praise from a passer-by.
- g. Old River Road Replacement Agreement and Resolution 2025 -13

Motion requested to approve and sign Resolution 2025-13 For Robeson Township’s Intergovernmental Signature Authority with PennDOT.
Motioned by Supervisor Breidenstein
Seconded by Supervisor Gullo
YES – Breidenstein, Gullo, Bitler, Rhoads ABSENT – Smith
Motion passed.

VII. Supervisors Reports

- a. SMP database – Per Supervisor Rhoads, documentation can be expected in a few days.
- b. RTMA Lease – Per Supervisor Bitler, he has had a brief discussion with Mr. Steve. He will attempt to resolve some issues requiring clarity. Follow up at June BOS Workshop.
- c. Zoom - NFA at this time.
- d. Newsletter – Per Supervisor Breidenstein, she needs content from Board members. Hometown Express have received details of businesses with the Township. Once funding is established, composition of the Newsletter can begin.
- e. Discussion on solar power - NFA at this time as Chairman Smith was absent.
- f. MOU for Admin Asst. - Supervisor Bitler commented that he was not sure as to why this was still on the Agenda.

VIII. Fire Companies

- a. Friendship FC Upcoming Events – A matter concerning a letter that was sent to the Township arose. Manager Howett reported that Chairman Smith met with Geigertown FD. They expect to receive a response from them soon. Supervisor Bitler stated that he was not sent the email and that the Board should have been notified. He said Chairman Smith should not have acted the way that he did. Supervisors Gullo and Rhoads asked to be excluded from all correspondence regarding this matter.
- b. EMC Report - NFA
- c. Gibraltar FC - NFA

IX. Minutes and Reports

- a. BOS Workshop Meeting Draft Minutes 4.10.25
- b. BOS Regular Meeting Draft Minutes 4.15.25
- c. Building Inspector's Report
- d. Zoning Inspections Report
- e. SEO Report
- f. EEMA Sewer Report
- g. Road Report
- h. Police Report
- i. Friendship Fire Company Report - Not provided but Supervisor Gullo updated the Board that the Friendship Fire Company have now switched to the First Due platform.
- j. Gibraltar Fire Company Report
- k. Ambulance Service Report
- l. Village Library of Morgantown

Motion to accept the Minutes and Reports as in their possession.

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

YES - Breidenstein, Gullo, Rhoads

ABSENT – Smith

NO - Bitler

Motion passed

X. Planning & Engineering – Engineer Ryan Rhode

- a. Engineer's Report
- b. Cedar Hill Estates- MPC Time Extension - Cedar Hill Estates will be seeking a discussion regarding a possible zoning change and extension on DEP permit. Supervisor Gullo requested to restrict the extension to three (3) months. Engineer Rhode advised that best practice is to grant it until a Board meeting date.

Motion requested to grant Chestnut Hill Estates a time extension until August 19, 2025.

Motioned by Supervisor Gullo

Seconded by Supervisor Breidenstein

YES – Breidenstein, Gullo, Bitler, Rhoads

ABSENT – Smith

Motion passed

- c. Livingstone Maintenance Period Release – Update:- The annual Request for Release in conjunction with C. F. Farms and Livingstone Maintenance has been received. Engineer Rhode will visit the site with PublicWorks to review the work completed to date.
- d. Zion Rd. Culvert – Bids to be opened in the Admin. Building on May 16, 2025 at 10:00am.
- e. 2025 Street work Update:- 2 Contracts prepared for signatures.

Motion requested to sign 2025 Street Work contracts

Motioned by Supervisor Breidenstein

Seconded by Supervisor Rhoads

YES – Breidenstein, Gullo, Bitler, Rhoads

ABSENT – Smith

Motion passed.

- f. Approved Planning Commission Minutes – March 13, 2025 - NFA

XI. Legal Matters

- a. PAMS Contract -
 - i. Proposed Updates to Sewage User Fees Collection *
 - ii. Proposed Updates to Storm Water Fees Collection*Follow-up at BOS Regular meeting on June 17, 2025 once input is received from the RTMA.
- b. Green Hills Estates – Expansion of Pump and Haul Agreement:- The \$10,000.00 maintenance fee has been received from 2000 Perkiomen Avenue, cleared and is now in escrow. The Ryan Homes development is progressing swiftly. The Waste Water Treatment Plant has a \$2.5 million bond.

Motion requested to approve the change to allow forty (40) homes to be connected to the Pump and Haul agreement, not twenty-two (22) as originally agreed so that Ryan Homes are able to proceed with Agreements of Sale.

Motioned by Supervisor Gullo

Seconded by Supervisor Breidenstein

YES – Breidenstein, Gullo, Rhoads

ABSENT – Smith

NO – Bitler

- c. Dyer Quarry Rezoning Petition:-

The developer attended the PC meeting. The PC requested more information in the form of concept drawings and a concept plan. They are requesting a change from R1 to Q1 for overburden. Expect further information at the BOS Workshop meeting on June 12, 2025.

XII. Public Works – Barry Readinger

- a. Hopewell Road - The guiderail project is completed. Everything has been installed to the required specifications:- it has all been reviewed and approved and now waiting on an invoice from the contractor.
- b. Buck Hollow Road - The PublicWorks team is continuing with the pipe replacement. Milling and patching will follow.
- c. Cedar Hill Road - Will be closed for pipe replacement and paving, in preparation for Oil & Chip application. This will occur in early June 2025. All will be notified accordingly of the Road closures.

XIII. Park & Recreation

The next Park & Rec meeting is scheduled for May 27, 2025. Location to be determined:-
NFA

XIV. EAC

- a. May's EAC meeting has been postponed until May 15, 2025:- NFA
- b. EAC 2024 Annual Report:- NFA

XV. New Business

None.

XVI. Old Business

- a. Request a motion to add a five per cent (5%) charge to all permit applications to cover administration costs. The exception would be the ZHB applications:- NFA
- b. Website / Social Media impact:- NFA

XVII. Executive Session

The Board entered Executive Session at 7:46pm
The Board returned from Executive Session at 8:00
Discussions were about an unemployment claim.

Supervisor Gullo also announced that the BOS Regular meeting scheduled for May 20, 2025 as cancelled due to the Primary Elections. The next BOS meeting will be the Workshop on June 12, 2025.

XVIII. Motion To Adjourn -

Motion to adjourn at 8:01

Motioned by Supervisor Breidenstein

Seconded by Supervisor Rhoads

The motion passed with no dissenting votes.