

ROBESON TOWNSHIP BOARD OF SUPERVISORS

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

WORKSHOP MEETING

MINUTES

September 11, 2025

The Workshop Meeting of the Robeson Township Board of Supervisors occurred at the Municipal Building, 2689 Main Street, Birdsboro, PA on Thursday September 11, 2025. Chairman Christopher Smith called the meeting to order at 7:00pm. Supervisors in attendance were Christopher Smith, Timothy Bitler and Jeff Rhoads. Supervisors Scott Gullo and Joy Breidenstein were absent. Also present were Solicitor Colin Macfarlane, AC Jason Rimby, Township Engineer Ryan Rhode and Township Interim Manager Harold Steve.

I. Call To Order

a. Pledge Of Allegiance

b. Roll Call of Supervisors

Chairman Smith – Present
Supervisor Bitler – Present
Supervisor Rhoads – Present
Supervisor Gullo – Absent
Supervisor Breidenstein – Absent

II. Dyer Quarry Rezoning Hearing - Rezoning Petition for Dyer Quarry, 1215 Rock Hollow Road, Birdsboro requesting a zoning change from R-1 to Q-1. A stenographer was present to record the proceedings.

At the commencement of the Hearing, Solicitor MacFarlane offered the meeting attendees an opportunity to request party status from the Board. No one in attendance accepted the offer. The exhibits were presented.

Motion to admit exhibits into record.

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed.

The proceedings continued. Matters discussed were the use of the property, the intended use of the property, proposed development, and aesthetics. No opposition was voiced to the petition.

Motion to formally conclude the Hearing.

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

Motion passed.

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion to enact Ordinance 2025-02, rezoning a parcel of Dyer Quarry from R-1 to Q-1

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed.

A full stenographic record is available at the Township Administrative building.

III. Citizen Concerns / Public Comment –

- a. Carol Donahue – Village Library Morgantown thanked the Board for their 2024 donation of \$7,500.00. She requested 2025 donation in the amount of \$2.50 per capita. However, stated that she would accept \$7500.00 in lieu of the \$2.50 per capita.

Motion to release payment of \$7,500.00 to Village Library, if included in 2025 Budget.

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed.

Resident Mountz of Hay Creek Road addressed the Board to revisit an ongoing logging that is occurring along Haslett Lane / Hay Creek Road. Points raised were commencement times of 5:30am, an expedited permit, run-off water, clear cutting, intended use of property to become a sub-division, misrepresented application.

Resident Liss of Lord Lane also appeared regarding the above issue of logging at the same location.

The Township engineer and Township manager are to investigate further and will report back at the Regular meeting on September 16, 2025.

IV. Correspondence –

- a. PSATS News Bulletin – Electric Rates - NFA
- b. Beneath the Dome - EMS Recruitment - NFA
- c. Letter of Complaint – Under review

V. Police –

- a. Trick or Treat Official Date –

Motion to designate Trick-or-Treat night as Friday October 31, 2025, between the hours of 6:00pm and 9:00pm.

Motioned by Supervisor Rhoads

Seconded by Chairman Smith

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed.

- b. Discuss new officer hiring process – Application deadline is October 30, 2025
- c. Discuss locker room – Three (3) quotes have been received ranging from \$24K to \$27K.
- d. Resolution for Grant

Motion to authorize Resolution 2025-21, the application of a LSA grant for tasers

Motioned by Supervisor Rhoads

Seconded by Chairman Smith

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed

VI. Finance / Other -

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

To be reviewed for and actioned at the Regular meeting on September 16, 2025.

VII. Manager's Comments –

- a. Municibid – Backhoe and Plow– Final bids were \$5900 and \$2050 respectively. Both items have been picked up from the Township.
- b. Zion Road Violation – Ongoing

- c. Pumper / Hauler Agreements – Fee Increase – To be reviewed with Fee Schedule
- d. Manager’s Bond – The lowest quote is \$2619.00
- e. GAJA Board Appointment & Consideration of Resolution – Union Township Manager could represent both Robeson and Union Townships on the GAJA Board.
- f. GAJA’s Financials – GAJA Board need to enforce payments on delinquent accounts
- g. Rock Hollow Bridge – Met-Ed Utility Pole to be installed the week commencing September 15. Approval of relocation and request motion for approval of payment to Met-Ed in the amount of \$11,648.19 from line 439.002

Motion to reaffirm payment to Met-Ed totaling \$11,648.19 from line 439.002

Motioned by Chairman Smith

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed

- h. 2026 Calendar and Meeting Dates – discuss at Regular meeting on 9.16.25
- i. Internships – discuss at Regular meeting on 9.16.25
- j. Budget – establish dates. Motion to advertise - discuss at Regular meeting on 9.16.25
- k. WEX Cards – Now in service. RT receives a 1.9% discount.
- l. Fees and Fee Schedule – Needs to be reviewed to include other Township items.
For information purposes only –
 - Filing – Decision required as to how to proceed with files obtained from former SEO
 - Munilinks will compose a database that PAMS can use. Munilinks ends on October 03, 2025, and PAMS commences on October 06, 2025.

VIII. Supervisors Reports -

- a. SMP database - Supervisor Rhoads - NFA
- b. RTMA Lease - Supervisor Bitler - NFA
- c. Zoom - Supervisor Breidenstein - Absent
- d. Newsletter - Supervisor Breidenstein - Absent
- e. Discussion on solar power - Chairman Smith – NFA

IX. Fire Companies -

- a. Friendship FC - NFA
- b. EMC Report - NFA
- c. Gibraltar FC - NFA

X. Minutes and Reports -

- a. BOS Workshop Meeting Draft Minutes 8.14.25
- b. BOS Regular Meeting Draft Minutes 8.19.25
- c. SEO Report
- d. Building Inspector’s Report
- e. Zoning Inspections Report
- f. EEMA Sewer Report
- g. Road Report
- h. Police Report
- i. Friendship Fire Company Report
- j. Gibraltar Fire Company Report
- k. Ambulance Service Report
- l. Village Library of Morgantown

To be reviewed for and actioned upon at the Regular meeting on September 16, 2025.

XI. Planning & Engineering – Engineer Ryan Rhode*

- a. Engineer's Report
- b. Chestnut Hill Rd Properties – Conditional Final Approval - discuss at Regular meeting
- c. Rock Hollow Woods – MPC Time Extension to 12/31/2025.

Motion to approve MPC Time Extension to December 31, 2025

Motioned by Chairman Smith

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed

- d. Chestnut Hill Rd Properties Lot #1 – Conditional Final Approval – discuss at Regular meeting
- e. Hertzler Farm Storage Magazine Facility Time Extension to 12/16/2025

Motion to approve MPC Time Extension to December 31 2025

Motioned by Chairman Smith

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

ABSENT Gullo, Breidenstein

Motion passed

- f. Zion Rd Culvert – Change Order to \$83,089.30 including an increase of \$2049.30 for extra labor, excavation, materials and disposal. Request final payment in the amount of \$83,089.30. Despite a neighbor's claims, the Township engineer had no concerns or issues about the contractor or payment to him. Moved to Regular meeting on 9.16.25.
- g. 2025 Streets – Maintenance Contract – A Change Order resulting in a reduction of \$3,679.21 with the final Payment in the amount of \$190,656.32. Moved to Regular meeting on 9.16.25.
- h. Allegheny Creek Debris Complaint – Clean Water Funding request was denied. Township funds will be required to proceed with removing the debris with estimated cost of \$4000.00
- i. Proudfoot Drive – Road crew will make a driveway adjustment to ease the transition from the road to the driveway
- j. July 07, 2025 Planning Commission Meeting approved minutes - NFA

XII. Legal Matters -

- a. PAMS Contract – Update – No new updates
- b. Dyer Quarry – Rezoning hearing – occurred at the beginning of the meeting

XIII. Public Works – Barry Readinger

- a. Cedar Hill Road and Weaver Road have been oiled and chipped. Line painting to follow.
- b. Horse and buggy signs were placed on Weaver Road following a resident's request.
- c. There was an incident with the new paver and our 2018 single axle Mack dump truck. The paver is back in service; however, the dump truck repairs are estimated at \$6000.00.
- d. Both the snowplow and John Deere backhoe have been picked up by their new owners.
- e. Request motion to allow the Public Works team to attend the Berks County Public Works Trade Show in Oley on October 01, 2025, at a total cost of \$125.00 from line code 430.703. – To be discussed at the Regular meeting on September 16, 2025.

XIV. Park & Recreation –

- a. Third quarter Park & Rec held on August 25, 2025 – no approved minutes provided. NFA

XV. EAC -

- a. August 07, 2025, meeting minutes - NFA
- b. Native Tree Giveaway – Request / Registration Form - NFA

XVI. New Business –

- a. Key Identification – Supervisor Bitler – in progress with Manager Steve

- b. BOS Meeting Dates – Second and third Thursdays or Tuesdays – Supervisor Rhoads – To be discussed further at Regular meeting on September 16, 2025

XVII. Old Business –

- a. Website / Social Media impact. – Chairman Smith would like to see Township, Police and EAC Facebook groups combined into one.
- b. Mini-split in server room - ongoing
- c. Employee Handbook - ongoing

XVIII. Executive Session –

The Board entered Executive Session at 8:33pm
The Board returned from Executive Session at 8:54pm
Matters discussed were legal and personnel issues

XIX. Motion To Adjourn-

Motion to adjourn at 8:54

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

YES Bitler, Rhoads, Smith

Motion passed.

ABSENT Gullo, Breidenstein