

**ROBESON TOWNSHIP BOARD OF SUPERVISORS**  
**Robeson Township Municipal Building 2689 Main Street, Birdsboro PA 19508 Berks County**  
**BOS REGULAR MEETING**  
**MINUTES**  
**September 17, 2024**

The Regular Meeting of the Robeson Township Board of Supervisors was held at the Municipal Building, 2689 Main Street, Birdsboro, PA on Tuesday September 17, 2024. The meeting was called to order at 7:00pm by Chairman Christopher Smith. Present for the meeting were Supervisors Timothy Bitler, Jeff Rhoads, Chris Smith, Scott Gullo and Joy Breidenstein. Also present were Township Manager Rich Howett, Solicitor Joan London, Engineer Ryan Rhode and Police Sergeant Jason Rimby, OIC.

**I. Call To Order -**

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

**II. Citizen Concerns / Public Comment -**

- a. None

**III. Correspondence -**

- a. Berks County Conservation District – request for a donation.

**Motion made to donate an amount of \$800.00 to Berks County Conservation Group.**

**Motioned By Chairman Smith**

**Seconded By Supervisor Rhoads**

**Motion passed with no dissenting votes**

- b. Schuylkill River Greenways – request for a donation.  
Moved to October Workshop.

**IV. Police -**

**Motion made to allow Sergeant Rimby and Corporal Cooper permission to attend First Responders Grant and Funding seminar on September 30th. Free of charge.**

**Motioned By Supervisor Bitler**

**Seconded By Supervisor Breidenstein**

**Motion passed with no dissenting votes**

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**V. Finance / Other -**

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

**Motion made to accept the “Finance and Other Reports” as is in possession**

**Motioned By Supervisor Breidenstein**

**Seconded By Chairman Smith**

**YES - Breidenstein, Gullo, Rhoads, Smith**

**NO - Bitler**

**Motion passed**

**Motion to Approve 2024-20 for 2025 Minimum Municipal Obligation (MMO);  
Uniform \$152,902.00, Non-Uniformed \$64,400.00 and Non-Uniformed DC  
\$15,436.00**

**Motioned By Chairman Smith**

**Seconded By Supervisor Breidenstein**

**YES Breidenstein, Gullo, Smith**

**No - Bitler, Rhoads**

**Motion passed**

**VI. Manager's Comments**

- a. Personnel Evaluations – Currently ongoing with a 30<sup>th</sup> September completion date.
- b. DCED – Grant Resolution – Chairman Smith and Supervisor Rhoads names have both been added to the Resolution for signature purposes.

**Motion to Approve Resolution 2024-21 for the request of a local share account  
category 4 facilities program grant in the amount of \$4,882,025 from the  
Commonwealth Financing Authority.**

**Motioned By Chairman Smith**

**Seconded By Supervisor Rhoads**

**Motion passed with no dissenting votes**

- c. The application date for the PublicWorks vacancies passed on September 16, 2024. Manager Howett will review and will update the Board of Supervisors. They will also be invited to the applicants' interviews.
- d. 457 Plan - A retirement type of plan that would be available to Township employees in addition to the Police Department. There would be no cost to the Township as all associated fees will be paid by the contributors. To be discussed further at the October 10, 2024 BOS Workshop meeting.

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**VII. Fire Companies -**

- a. Friendship FC  
Breakfast fundraisers commence on Sunday October 06, 2024.
- b. Gibraltar FC  
No representative.

**VIII. Minutes, Expenses and Reports -**

- a. BOS Workshop Meeting Minutes 8-08-24
- b. BOS Regular Meeting Minutes 8-20-24
- c. SEO Permit Report
- d. EEMA Sewer Report
- e. Road Report
- f. Engineer's report
- g. Building Permit/Code Enforcement/Zoning Inspections Report
- h. Police Report
- i. Gibraltar Fire Company Report
- j. Friendship Fire Company Report
- k. Ambulance Service Report
- l. Village Library of Morgantown
- m. Parks and Recreation Minutes – May's minutes
- n. Planning Commission Minutes – September's meeting was cancelled so August's minutes have not yet been approved.)

**Motion made to accept the “Minutes, Expenses and Reports” as is in possession**

**Motioned By Supervisor Breidenstein**

**Seconded By Chairman Smith**

**YES - Breidenstein, Gullo, Rhoads, Smith**

**NO - Bitler**

**Motion passed**

**IX. Planning & Engineering – Engineer Ryan Rhode**

- a. 2024 Street Work Update.  
H&K work for Robeson Township has been delayed. They will now commence on October 14, 2024. They are aware that all paving work must be completed prior to October 31, 2024 for the PennDOT funding standards.

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## **X. Legal Matters - Solicitor Joan London, Esquire**

- a. Solicitor London requested an Amendment to the Agenda concerning the Solicitation Ordinance.

**Motion made to request an amendment to the agenda to include the Solicitation Ordinance**

**Motioned By Chairman Smith**

**Seconded By Supervisor Breidenstein**

**YES - Breidenstein, Smith**

**NO - Gullo, Rhoads, Bitler**

**Motion failed**

Solicitation Ordinance moved to October 15, 2024 BOS Regular meeting.

- b. Destruction Of Township Files (Solicitor Hartman Files)

A motion was passed for this matter at the BOS Workshop meeting on September 12, 2024. A date is to be determined for PublicWorks to pick up the files.

- c. Quaker Ridge Phase V Acceptance of Roadway, Deeds of Dedications – Resolution 2024-  
Solicitor London requested authorization for the Acceptance of Roadways and Deeds Of Dedication so that they may be signed and recorded between meetings in preparation for their Resolution.

**Motion made to approve Deeds of Dedication subject to thorough review when received.**

**Motioned By Supervisor Bitler**

**Seconded By Supervisor Gullo**

**Motion passed with no dissenting votes.**

Chairman Smith voiced that he wished to point out the inconsistency of approval regarding the Solicitation motion and the Quaker Ridge motion.

## **XI. Public Works –**

Manager Howett reported on behalf of PublicWorks

- a. H&K paving was pushed back to start on October 14, 2024. This will allow PublicWorks and the Wastewater Treatment Plant operator to collaborate the repair and build up of manholes and sleeves when paving the road.
- b. Base repair for Proudfoot Drive will Start Sept.30<sup>th</sup> (weather pending).
- c. The week of sept. 23<sup>rd</sup> Aqua will be doing water main replacement on Haycreek Road between Cold Run and Sparrow Lane.

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**XII. Park & Recreation –**

No discussion

**XIII. EAC -**

No discussion

**XIV. New Business -**

No discussion

**XV. Old Business -**

No discussion

**XVI. Executive Session -**

The Board went into executive session at 7:35pm and returned at 8:20pm.

Items discussed were

- a. Legal
- b. Personnel Issues

**XVII. Motion To Adjourn -**

**Motion To Adjourn at 8:23pm  
Motioned By Supervisor Breidenstein  
Seconded By Supervisor Gullo  
Motion passed with no dissenting votes.**

**Respectfully Submitted By**

**Scott Gullo  
Recording Secretary**