

ROBESON TOWNSHIP BOARD OF SUPERVISORS

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

Board Of Supervisors Workshop Meeting

WORKSHOP MEETING MINUTES

January 8, 2026 7:00 pm

I. Call to Order

The Workshop Meeting of the Robeson Township Board of Supervisors was called to order at 7:00 PM by Chairperson Bitler

- a. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
- b. **Roll Call**

Supervisors present: Timothy Bitler Sr., Margaret Fix, Scott Gullo, Jeff Rhoads, & Harold Steve
Also present: Acting Chief Jason Rimby, Engineer Ryan Rhodes, and Solicitor Mark Merolla

II. Citizen Concerns / Public Comment –

- a. Mary Ellen Mahan, Serendipity Drive – Resident expressed her disappointment with not being chosen for the EAC. No action was taken.
- b. Tom Keim - Resident expressed his disappointment with not being chosen for the Planning Commission, Vacancy Board, or EAC.
- c. Kate Kennedy, 728 Skook Road – Resident expressed concern that the Oath of Offices were not taken prior to the reorganization meeting. The Board confirmed that the Oath of Offices were submitted on time.

When called, provide your name and Street name for the record. After this, you have three (3) minutes to share your comments with the Supervisors.

III. Correspondence –

- a. Oath of Office for newly appointed officials – Mountz, Fix, Steve
- b. Departure of Jason Heck from MHCK
- c. Berks County UCC Board of Appeals

Motion was made by Supervisor Steve to approve \$300 payment to the Berks County UCC Board of Appeals. Motion was seconded by Supervisor Fix. Motion passed with no dissenting votes.

IV. Police –

- a. Discussion regarding BAS
Acting Chief Rimby will gather more information for the Regular Meeting.
- b. Discussion on building a gun range

Acting Chief Rimby will gather more information for the Regular Meeting.

c. Discussion of the award recipients from the FOP Annual Award Ceremony

Officer Jacob Ketterer and Corporal Jeb Cooper received the Meritorious Service Award.

V. Finance / Other –

a. Monthly Expenses -

b. Treasurer’s Report –

c. Sewer Aging Report -

VI. Manager’s Comments –

a. Authorized signers for Robeson Township non-uniformed employees’ pension plan
Motion was made by Supervisor Rhoads to authorize supervisors as signers for Robeson Township non-uniformed employees’ pension plan. Motion was seconded by Supervisor Steve. Motion passed with no dissenting votes.

b. Authorized signers for Robeson Township Police pension plan.
Motion was made by Supervisor Rhoads to authorize supervisors as signers for Robeson Township Police pension plan. Motion was seconded by Supervisor Steve. Motion passed with no dissenting votes.

c. Authorized signers for Robeson Township employees defined contribution pension plan.
Motion was made by Supervisor Rhoads to authorize supervisors as signers for Robeson Township employees defined contribution pension plan. Motion was seconded by Supervisor Steve. Motion passed with no dissenting votes.

d. Rock Hollow Bridge – The bridge is now open. There was a final inspection held. The guiderail needs to be relocated as the township received some complaints about it.

e. Old River Road – Bridge at 724 & 568 was supposed to be closed in January and it was not. The Board is seeking speed-calming devices to alleviate traffic on Old River Road.

f. Temporary Staff
Motion was made by Supervisor Bitler to put out advertisements for full-time and part-time fiscal and administrative staff members. Motion was seconded by Supervisor Rhoads. Motion passed with no dissenting votes.

g. Quick Books Upgrade

h. RFPs

Motion was made by Supervisor Bitler to have Systems Design Engineering submit their fee schedule and their interest to place them under consideration. Motion was seconded by Supervisor Rhoads. Motion Passed; Supervisor Gullo was out of the room.

i. 2026 Fee Schedule – Discussion deferred to the Regular Meeting

VII. Supervisor’s Reports –

a. SMP Database – Supervisor Rhoads – Will provide an update in one month/ month and a half.

b. RTMA Lease – Supervisor Bitler

VIII. Fire Companies

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

Consistently running fire calls. Dinners on Fridays and Sandwich Sales on Thursdays

IX. Minutes, Expenses and Reports –

- a. BOS Workshop Meeting Draft Minutes 12.11.25
- b. BOS Regular Meeting Draft Minutes 12-16-25
- c. BOS Special Meeting Draft Minutes 12-29-25
- d. SEO Report*
- e. EEMA Sewer Report
- f. Road Report
- g. Building Inspector's Report*
- h. Zoning Inspections Report
- i. Police Report
- j. Gibraltar Fire Company Report
- k. Friendship Fire Company Report*
- l. Ambulance Service Report Tower Health
- m. Ambulance Service Report EHBEMS
- n. Village Library of Morgantown*

X. Planning & Engineering – Engineer Ryan Rhode

- a. Engineer's Report
- b. Oak Grove Subdivision

Motion was made by Supervisor Steve to release Escrow Release #2 in the amount of \$142,548.00. Motion was seconded by Supervisor Rhoads. Motion passed with no dissenting votes.

- c. Rock Hollow Woods Const. Escrow Renewal

Motion was made by Supervisor Steve to renew the Rock Hollow Woods Construction Escrow for another year. Motion was seconded by Supervisor Fix. Motion passed with no dissenting votes.

- d. 2026 Street Work Contract 1 & 2 – No action needed at this time.
- e. Green Light Go Grant – Under Penn Dot Review.
- f. DRAFT Data Center Ordinance – Under preliminary review by Solicitor Merolla and Engineer Rhode.
- g. Planning Commission Approved Meeting Minutes October 06, 2025

XI. Legal Matters

a. Fee Ordinance

Motion was made by Supervisor Rhoads to adopt ordinance 2026-01 to set the fee schedule. Motion was seconded by Supervisor Gullo. Motion passed with no dissenting votes.

b. Cease and Desist Authorization

Discussion took place in Executive Session.

XII. Public Works – Barry Readinger

XIII. Park & Recreation –

a. Motion was made by Supervisor Gullo to spearhead a “Spring Fling” / Safety Day at Gibraltar Park with the assistance of the Parks and Recreation committee. Motion was seconded by Supervisor Fix. Motion passed with no dissenting votes.

XIV. EAC -

a. Data Center

Kate Kennedy, Chairperson of the EAC expressed her concerns about Data Centers in Robeson Township and would like information about Data Centers communicated effectively with the community.

XV. New Business –

a. Schuylkill River Trail Signage at 724 x Schuylkill Road

Kent Himelright is seeking township approval to paint reflective paint and install a dedicated pedestrian crossing at this location with the guidance of PennDOT.

XVI. Old Business –

XVII. Executive Session –

The Board of Supervisors recessed to Executive Session at 8:46 pm. The Board of Supervisors convened at 9:08 pm.

XVIII. Motion To Adjourn

Motion was made by Supervisor Steve to adjourn. Motion was seconded by Supervisor Rhoads.

Respectfully submitted,
Margaret J. Fix
Township Secretary