

ROBESON TOWNSHIP BOARD OF SUPERVISORS

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

WORKSHOP MEETING

MINUTES

July 10, 2025

The Workshop Meeting of the Robeson Township Board of Supervisors occurred at the Municipal Building, 2689 Main Street, Birdsboro, PA on Thursday July 10, 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 Christopher Smith was absent. Also present were Solicitor Colin Macfarlane, Corporal Jeb Cooper, 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 – Absent
 - Supervisor Bitler – Present
 - Supervisor Rhoads – Present
 - Supervisor Gullo – Present
 - Supervisor Breidenstein – Present

II. Citizen Concerns / Public Comment

Resident Fix of Green Hills Road praised Officer Schlottman for his help in storm related matters. Engineer Rhode commented that he would reach out to the Conservation district.

III. Correspondence

- a. All property complaints are being dealt with in conjunction with the Police Department and Code Officer.
- b. Schuylkill donation request was denied.

III. Police

- a. Motion requested to approve the purchase of two batteries for the ENRADD – Cost approximately \$200. The budget line will be provided at the July 15, Regular meeting.

Motion to approve the purchase of two batteries for the ENRADD at a cost of approximately \$200.

Motioned by Supervisor Gullo

Seconded by Supervisor Breidenstein

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed.

- b. Speed study on Old River Rd.
The study did not show any need for further action. It will now move to Oakbrook.

- c. Motion requested to approve warranty for LPR (410.802 - \$1,720.00)

Motion to approve warranty for LPR at a cost of \$1,720.00 per line code 410.802

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed.

- d. RTPD has been replaced by Pennsylvania State Police for I176 matters.
e. DUI Check Point held on July 05, on Rt. 724 resulted in multiple offences detected.
f. Corporal Cooper requested the Board's permission to read a letter. He informed the Board that it was on behalf of the RTPF. The letter referred to the bids for the surveillance system.

Motion to award the surveillance contract to ATS at a cost of \$10,997.00 per their bid

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

YES Gullo, Bitler, Rhoads

NO Breidenstein

ABSENT

Smith

Motion passed.

V. Finance / Other

- a. Monthly Expenses - Not provided
b. Treasurer's Report - Not provided
c. Sewer Aging Report – NFA
To be provided at Regular meeting

VI. Manager's Comments

- a. Quote for replacement of AC Unit at Administrative building

Motion to authorize the purchase of an AC unit to replace the unit on the rooftop of the Administrative building at a cost of \$13,720.00.

Motioned by Supervisor Gullo

Seconded by Supervisor Bitler

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed.

- b. Quote for replacement of mini-split for Server room at Administrative building.
Temperature in Server room constantly at 68° Replacement involves an additional cost dependent upon time of installation. To be reviewed at a later date.
c. Generator maintenance contract for PS#1, Township Building and WWTP. This will be split between the Township and RTMA

Motion to authorize a generator maintenance agreement in the amount of \$1350.00 for PS#1, Township Building and WWTP.

Motioned by Supervisor Bitler

Seconded by Supervisor Breidenstein

YES Gullo, Breidenstein, Bitler, Rhoads
Motion passed

ABSENT Smith

d. New Hire(s)

The Board left to enter into Executive Session at 7:34pm

The Board returned from Executive Session at 7:51 pm

Matters discussed were personnel.

Motion to award a bonus payment of \$2500.00 to Paula Cullen and increase her hourly wage to \$35.00 effective immediately

Motioned by Supervisor Bitler

Seconded by Supervisor Breidenstein

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed

Motion to hire fiscal assistant, Dolores Bauman at an hourly rate of \$28.00 for the first 90 days and increasing to \$30.00 thereafter.

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed

e. Teamsters Correspondence / Discussion – The process was terminated NFA

f. Berks County MS4 Resolution 2025-16 and Agreement with Annual Dues.

Motion to approve Resolution 2025-16 Berks County MS4 Resolution, Agreement and annual dues of \$900.00.

Motioned by Supervisor Bitler

Seconded by Supervisor Breidenstein

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed

g. Resolution 25- __ Disposition of Records. Manager Steve to identify items to be disposed of. Supervisors will meet with him at Township office and review items. NFA at this time.

h. Resolution 2025-17 Disposal / resale of old and or surplus equipment.

Motion to authorize Resolution 2025-17 to establish a procedure for disposal of surplus personal property with a fair market value of less than \$2000.00

Motioned by Supervisor Bitler

Seconded by Supervisor Breidenstein

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed

- i. Request motion to advertise and sell the old John Deere backhoe.

Motion to authorize the advertisement to sell the old John Deere backhoe

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed

- j. Burning of Material by Birdsboro Borough – Supervisor Gullo and Manager Steve met with representatives of the Borough of Birdsboro. It transpired that they are burning items within Robeson Township that they have gathered from other locations. This violates RT ordinances. This has been an ongoing issue. The Birdsboro PublicWorks was receptive. Based upon this the Board will allow the Borough an opportunity to resolve the matter prior to any further action.

- k. Community Project – A local resident contacted the Township wishing to pick up litter within a mentioned area of the Township as a community project. More information to follow.

For informational purposes only – Manager Steve shared his thoughts about implementing gas cards for Township vehicles. More information to follow.

Postage Machine – ongoing issues

VII. Supervisors Reports

- a. SMP database – NFA
- b. RTMA Lease – Wishes to discuss in Executive Session
- c. Zoom - NFA
- d. Newsletter – Ongoing
- e. Discussion on solar power - NFA

VIII. Fire Companies

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

IX. Minutes and Reports

- a. BOS Workshop Meeting Draft Minutes 6.12.25
- b. BOS Regular Meeting Draft Minutes 6.17.25
- 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 -
- j. Gibraltar Fire Company Report
- k. Ambulance Service Report
- l. Village Library of Morgantown

The above items to be reviewed at the Regular meeting on July 15, 2025

X. Planning & Engineering – Engineer Ryan Rhode

- a. Engineer's Report – NFA
- b. Old Hickory Building – Conditional Plan Approval (if recommended by PC)

More information anticipated at the Regular meeting on July 15, 2025

- c. Green Hills Estates – ER#2 – Escrow in the amount of \$176,280.40 is available for release. Manager Steve stated that a resident has complained about a matter resulting from actions taken by Green Hills Estates. More information to follow.
- d. Livingstone – Term. Of Maintenance Period. The release of a letter for an irrevocable line of credit in the amount of \$97,348.96 may be considered for issue.
- e. Zion Rd Culvert – Contracts for Signature. No motion required.
- f. 2025 Street Work – Cedar Hill and Weaver Road, oil and chip to commence 7.21.25. Myers paving contract has been scheduled for the end of August.
- g. Approved Planning Commission Minutes – June 02, 2025 - NFA

XI. Legal Matters

- a. PAMS Contract -
 - i. Proposed Updates to Sewage User Fees Collection
 - ii. Proposed Updates to Storm Water Fees Collection\Fees to be reviewed by RTMA and manager
- b. Dyer Quarry – Update to follow

XII. Public Works – Barry Readinger

- a. Request approval to attend the Berks County PublicWorks meeting July 16th in Oley 8:00 to 12:30pm. The topic of the meeting is tire management and safety.

Motion to authorize PublicWorks to attend the Berks County PublicWorks tire management and safety meeting in Oley on July 16th from 8:00am to 12:30pm.

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed

- b. A pre-construction meeting was held with Allen Myers about the paving project. Due to commence in late August, weather pending. They are aware that they are responsible for placing signage.
- c. Because of the recent storms there have been multiple calls for downed trees, flooded roadways and debris. All damage was recorded via iWorQs. The work because of storm damage has been overwhelming. iWorQs may help to substantiate claims to recuperate losses.

XIII. Park & Recreation

- a. None

XIV. EAC

- a. July's EAC meeting was postponed until July 17, 2025. No approved minutes from June available.

XV. New Business

None.

XVI. Old Business

- a. Website / Social Media impact:- NFA
- b. Teamsters proposed MOU for employees who perform secretarial work

Waiting on feedback from Teamsters regarding discussion on an extension.

XVII. Executive Session

The Board re-entered Executive Session at 8:31pm
The Board returned from Executive Session at 8:59
Discussions were about personnel matters.

XVIII. Motion To Adjourn -

Motion to adjourn at 8:59

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

YES Gullo, Breidenstein, Bitler, Rhoads

ABSENT Smith

Motion passed