

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

MINUTES
July 15, 2025 7:00pm

The Regular Meeting of the Robeson Township Board of Supervisors occurred at the Municipal Building, 2689 Main Street, Birdsboro, PA on Tuesday July 15, 2025. Chairman Chris Smith called the meeting to order at 7:00pm. Supervisors in attendance were Chris Smith, Jeff Rhoads, Timothy Bitler, Scott Gullo. Supervisor Breidenstein joined the proceedings at approximately 7:05pm. Also present were Solicitor Joan London, Corporal Jeb Cooper, Township Engineer Ryan Rhode and Interim Township Manager Harold Steve.

I. Call to Order –

- a. Pledge of Allegiance.
- b. Roll Call
 - Chairman Smith – Present
 - Supervisor Rhoads – Present
 - Supervisor Bitler – Present
 - Supervisor Gullo – Present
 - Supervisor Breidenstein – Present (Joined proceedings at approx. 7:05pm)

II. Citizen Concerns / Public Comment –

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. - NFA

III. Correspondence –

- a. Property Complaint (1) – Unable to currently proceed due to sporadic nature
- b. Property Complaint (2) – Code officer to investigate

IV. Police –

- a. ENRADD batteries were approved for purchase at the BOS Workshop meeting on 7.10.25, at a cost of approximately \$200.00. Per the Board's request, the Line code is 410.705. NFA
- b. Speed study graph – Hard copy supplied at the meeting. The study has now been moved to the Oakbrook area.

V. Finance / Other –

- a. Monthly Expenses -
- b. Treasurer's Report -
- c. Sewer Aging Report –
Motion requested to accept the Monthly Expenses, Treasurer's report and Sewer Aging report as provided.
Motioned by Supervisor Breidenstein
Seconded by Chairman Smith

YES - Breidenstein, Gullo, Rhoads, Smith
Motion passed.

NO - Bitler

VI. Manager's Comments –

- a. Gas Pump cards – Trial basis

Motion to authorize Manager Steve to obtain two (2) gas pump cards.

Motioned by Supervisor Bitler

Seconded by Supervisor Gullo

Motion passed with no dissenting votes

- b. Exeter Township – Consolidation of Resources Chairman Smith stated the consensus as no.
c. Resolution 25- 18 Disposition of Records

Motion to Adopt the Municipal Records Manual as the disposition schedule for the Township.

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

Motion passed with no dissenting votes

- d. Quote for replacement of mini-split for Server room at Administrative building* Action tabled until the weather becomes cooler
e. New Hire(s) Job description* – signatures and discussion

Motion to approve job descriptions as drafted.

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

Motion passed with no dissenting votes

- f. **Request motion to advertise and sell the old Hinkle snowplow.**

Motion to advertise for sale the Hinkle snowplow

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

Motion passed with no dissenting votes

Motion to rescind the motion to advertise the Hinkle snowplow

Motioned by Chairman Smith

Seconded by Supervisor Breidenstein

Motion passed with no dissenting votes

Motion to authorize the advertisement of the sale of the Hinkle snowplow and John Deere tractor by electronic auction according to section 1504

Motioned by Supervisor Breidenstein

Seconded by Chairman Smith

Motion passed with no dissenting votes

- g. Community Project – To be revisited
- h. Contract accountant (Donal) –

Motion to contract Donal's CPA services with a tentative start date of July 16, per her conditions, with remote access to be reviewed on a monthly basis.

Motioned by Chairman Smith

Seconded by Supervisor Breidenstein

Motion passed with no dissenting votes

VII. Supervisors Reports -

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

VIII. Fire Companies -

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

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

Motion to accept the Minutes and Reports as in their possession

Motioned by Supervisor Breidenstein

Seconded by Chairman Smith

Motion passed with no dissenting votes

X. Planning & Engineering – Engineer Ryan Rhode

- a. Engineer's Report
- b. Old Hickory Building – Conditional Plan Approval

Motion to Approve the conditional plan for Old Hickory buildings as they meet the preconditions.

Motioned by Supervisor Breidenstein

Seconded by Chairman Smith

Motion passed with no dissenting votes

- c. Green Hills Estates – Tabled – Engineer Rhode to consult with Manager Steve
- d. Livingstone – Term. Of Maintenance Period

Motion to release escrow for Livingstone resulting from completion of term of maintenance agreement in the amount of \$97,348.96.

Motioned by Chairman Smith

Seconded by Supervisor Rhoads

Motion passed with no dissenting votes

- e. 2025 Street Work – Update
 - Zion Road Culvert Work to commence August 4th and expect completion by August 26.
 - Other street work updates will occur in August
- f. Discussion on debris in the Allegheny Creek, along RT568.

Motion to allow the application for the clean water request

Motioned by Chairman Smith

Seconded by Supervisor Breidenstein

Motion passed with no dissenting votes

- g. Approved Planning Commission Minutes – June 02, 2025

XI. Legal Matters –

- a. PAMS Contract – Pending comments and RTMA reviewing and approving fees
 - i. Proposed Updates to Sewage User Fees Collection with comments**
 - ii. Proposed Updates to Storm Water Fees Collection with comments**

Motion to authorize to accept to adopt the PAMS contracts for Storm Water User Fees Collection and Sewage User Fees Collection subject to RTMA approval.

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

Motion passed with no dissenting votes

- b. Dyer Quarry** – Waiting on comments from County Planning Commission

XII. Public Works – Barry Readinger

- a. Request approval of the purchase of raised tires for the MAC Granite Tandem Axle based

on the quote received not to exceed the amount of \$5,300.00 per Line Code 437.277

Motion to authorize the purchase of raised tires for the MAC Granite Tandem Axle based on the quote received not to exceed the amount of \$5,300.00 per Line Code 437.

Motioned by Supervisor Bitler

Seconded by Supervisor Breidenstein

Motion passed with no dissenting votes

XIII. Park & Recreation –

- a. None.

XIV. EAC -

- a. None

XV. New Business –

- a. None.

XVI. Old Business –

- a. Website / Social Media impact. - NFA

XVII. Executive Session –

- a. Personnel Matters

The Board entered Executive Session at 7:49

The Board returned from Executive Session at 8:03

Chairman Smith announced that the matters discussed were personnel issues.

XVIII. Motion To Adjourn –

Motion to adjourn at 8:04pm

Motioned by Supervisor Breidenstein

Seconded by Supervisor Gullo

The motion passed with no dissenting votes.