

ROBESON TOWNSHIP BOARD OF SUPERVISORS
Robeson Township Municipal Building, 2689, Main Street, Birdsboro PA 19508 Berks County
BOS REGULAR MEETING
MINUTES
June 17, 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 June 17, 2025. Chairman Chris Smith called the meeting to order at 7:00pm. Supervisors in attendance were Chris Smith, Jeff Rhoads, Timothy Bitler, Scott Gullo and Supervisor Joy Breidenstein. Also present were Solicitor Joan London, AC Jason Rimby, 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 Bitler – Present
Supervisor Rhoads – Present
Supervisor Gullo – Present
Supervisor Breidenstein – Present

II. Personnel Changes -

- a. Resignation of Rich Howett - Mr. Howett sent his letter of resignation to Solicitor Macfarlane, whereupon it was reviewed. The resignation was accepted in line with Mr. Howett's days off reimbursement request. Chairman Smith expressed his thanks to Mr. Howett.

Motion to accept the resignation letter of Rich Howett as Township manager retroactive to June 12, 2025.

Motioned by Supervisor Bitler

Seconded by Supervisor Gullo

Motion passed with no dissenting votes

- b. Appointment of Interim Manager – Resolution 2025-15

Motion to appoint Harold Steve as Interim Township Manager as consistent with the terms therein Resolution 2025-15

Motioned by Supervisor Bitler

Seconded by Supervisor Rhoads

YES- Gullo, Bitler, Rhoads

NO - Smith

ABSTAIN - Breidenstein

III. 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

At this point the meeting was taken out of order by Chairman Smith following Solicitor London's advice, to address the rezoning of Dyer Quarry.

Dyer Quarry Counsel, Jan Nagy informed the Board that the supplied drawings resulted following a request from the Planning Commission as to what the proposed rezoned area would aesthetically resemble. The purpose of the petition was to deposit overload from Dyer Quarry. Dan Faulk, Quarry Manager offered that the material will eventually be returned to the pit. There will be no blasting in the area. The rezoned area will contain a berm and will be seeded and trees planted and will satisfy the DEP. Dyer Quarry owns the surrounding parcels so no other individuals will be directly affected. They request a motion to authorize to advertise and forward to the County Planning Commission.

Motion to authorize advertising and forward to Berks County Planning Commission as authored by Dyer Quarry Counsel.

Motioned by Supervisor Bitler

Seconded by Supervisor Breidenstein

Motion passed with no dissenting votes

IV. Correspondence –

- a. None

V. Police –

- a. Discuss building repair quotes - All repair quotes are presenting at a high cost. Supervisor Gullo to consult with a grant writer to explore options available.
- b. RTPD Camera Upgrade – Tabled until July 10 Workshop meeting.

VI. Finance / Other -

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

Motion requested to accept the Finance and Other documentation as provided.

Motioned by Supervisor Breidenstein

Seconded by Chairman Smith

YES - Breidenstein, Gullo, Rhoads, Smith

NO - Bitler

Motion passed.

VII. Manager's Comments –

- a. Teamsters Formal Request for Negotiations. Manager Steve to follow up with dates
 - b. New Admin Hire - Further discussions on new hires to occur at July Workshop Meeting
 - c. Packet Discussion – Remained undetermined as to how many hard copies to be supplied
 - d. Emails – It was agreed that emails would be generic.
- Informational Only Items –
- Guidrail claim has been filed in the approximate amount of \$5600.00
- Manager unable to find letter of Engagement with Township and RTMA Auditor
- Teamsters audit is upcoming
- Requested solicitor to supply EFT policy / procedures

Income from Tax bills going to RTMA instead of Township then are being transferred back to General Fund. A solution is being sought.
Establishing an employee search on PSATS

VIII. Supervisors Reports -

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

IX. Fire Companies -

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

X. Minutes and Reports -

- a. BOS Workshop Meeting Draft Minutes
- b. BOS Regular Meeting Draft Minutes
- 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

5.08.25

Cancelled Due To Primary Elections

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

XI. Planning & Engineering – Engineer Ryan Rhode

- a. Dyer Quarry - Rezoning Discussion.(Correlated with Legal, occurred earlier in the meeting)
Information only – All contracts to date, have been awarded.

XII. Legal Matters –

- a. Dyer Quarry – Rezoning discussion occurred earlier in the meeting.
- b. PAMS Contract -
 - i. Proposed Updates to Sewage User Fees Collection
 - ii. Proposed Updates to Storm Water Fees CollectionSolicitor London is working with the RTMA to develop a fee schedule and the proposed revisions to the contract are under review waiting finalization.

XIII. Public Works – Barry Readinger

- a. Pipe replacement Cedar Hill Road. The pipe has been replaced. Mill and patch, then oil and chip to follow.
- b. Title work for backhoes

Motion to authorize the title transfer and licensing of the backhoe that was purchased for \$1.00 at a cost of \$305.00

Motioned by Supervisor Gullo

Seconded by Supervisor Rhoads

Motion passed with no dissenting votes

XIV. Park & Recreation –

- a. None.

XV. EAC -

- a. None

XVI. New Business –

- a. None.

XVII. Old Business –

- a. Request a motion to add a five per cent (5%) charge to all permit applications to cover administration costs. The exception would be the ZHB applications. - The Board instructed to remove this item from the Agenda.
- b. Website / Social Media impact. - NFA
- c. Teamsters proposed MOU for employees who perform secretarial work. - NFA
- d. EFT / ACH – Discussion as to whether moving from paper check to EFT / ACH requires a Resolution or Motion? - NFA

XVIII. Executive Session –

- a. Personnel Matters

The Board entered Executive Session at 7:53

The Board returned from Executive Session at 8:27

Chairman Smith announced that the matters discussed were legal and personnel matters.

XIX. Motion To Adjourn –

Motion to adjourn at 8:14pm

Motioned by Supervisor Breidenstein

Seconded by Supervisor Rhoads

The motion passed with no dissenting votes.