

**COLEBROOKDALE TOWNSHIP  
BOARD OF COMMISSIONERS  
Meeting Minutes of February 21<sup>st</sup>, 2023**

The regular meeting of the Board of Commissioners of Colebrookdale Township was held at the Colebrookdale Township Municipal Building. President Todd Gamler called the meeting to order at 7:37 PM and all in attendance joined in the Pledge to the Flag.

The following Commissioners were present: James Davidheiser (Vice-President), William Spade, Linwood Bartman and Jack A. Smith. Also in attendance was Township Solicitor Frederick, Township Engineer Michael Schwartz and Township Manager Conrad. Commissioner Todd Gamler (President) and Code Enforcement Officer Paul Labe was absent from the meeting.

The Board of Commissioners and everyone in attendance had a moment of silence for Greg Miller and Ralph Vitelli.

**PUBLIC PARTICIPATION**

There was no public participation.

**MINUTES**

The February 6<sup>th</sup>, 2023 meeting minutes were presented to the Board of Commissioners for their review and approval. **On a motion by Commissioner Spade, seconded by Commissioner Smith, the February 6<sup>th</sup>, 2023 meeting minutes were approved as presented. There was no public comment. Motion Carried.**

**FINANCIAL REPORTS**

Treasurer Herb presented the Board of Commissioners with the Treasurer Report for January 2023.

Commissioner Davidheiser acknowledged the submission of the Customer Balance Summary and Deposit Detail, then read a list of the payment of bills from the following Township funds for approval:

General Fund Expense	02/21/2023	\$ 179,377.16
Payroll Expense	02/17/2023	12,502.38
Recycling Fund Expense	02/21/2023	1,250.00
Street Light Fund Expense	02/21/2023	0.00
HRA Fund Expense	02/21/2023	1,147.32
Liquid Fuels Expense	02/21/2023	0.00

**On a motion by Commissioner Bartman and seconded by Commissioner Spade permission was given for the payment of submitted bills. There was no public comment. Motion carried.**

President Davidheiser acknowledged the submission of the Profit & Loss Budget vs Actual General Fund Statement and the Non-Uniform Pension Plan Statement for January 2023.

### **EASTERN BERKS REGIONAL POLICE**

Chief Leatherman presented the Board of Commissioners with the 2022 Audit letter and report from Barbara Akins Office. The reports were available for the public to view.

Chief Leatherman presented the Board of Commissioners with his chief's report dated for February 21<sup>st</sup>, 2023. Chief Leatherman discussed some of the items with the Board of Commissioners, no action was required to any of the items he presented to the Board of Commissioners with.

### **ROAD MASTER REPORT**

Commissioner Davidheiser acknowledged the road reports submitted by Roadmaster Hillegas dated for the weeks of February 5<sup>th</sup>, February 11<sup>th</sup>, February 12<sup>th</sup>, and February 18<sup>th</sup>.

Manager Conrad presented the Board of Commissioners with the 2023-2024 Berks County Salt Contract. Manager Conrad informed the Board of Commissioner that she submitted the 2023-2024 Berks County Salt Contact.

Manager Conrad presented the Board of Commissioners with the 2023 Base Repair Report that was sent to PennDOT for them to prepare the Bid.

Manager Conrad presented the Board of Commissioners with an invoice for the 2023 New Backhoe. Manager Conrad informed the Board of Commissioners that the backhoe is not ready for pick-up. Manager Conrad we will need to have a check ready when pick up is ready in the amount of \$121,900.00.

Manager Conrad presented the Board of Commissioners with a letter allowing Roadmaster Hillegas to sign for the 2023 Backhoe when it's ready for pick-up. **On a motion by Commissioner Spade, seconded by Commissioner Smith, to approve the letter allowing Roadmaster Hillegas to sign all paperwork regarding the 2023 Backhoe when it's ready for pick-up. There was no public comment. Motion Carried.**

Manager Conrad presented the Board of Commissioner with the two bridge inspection reports from PennDOT for the two Township owned bridges in the Township.

### **CODE ENFORCEMENT OFFICER'S REPORT**

Code Enforcement Officer Labe presented the Board of Commissioners with the following Permit Application:

246 S Ironstone Drive – New Pole Barn and Demo Permits  
1 Bottle Drive – Solar Panel Permit

Code Enforcement Officer Labe presented the Board of Commissioners with a letter that was sent to 482 Engelsville Road.

Code Enforcement Officer Labe presented the Board of Commissioners with a Notice of Violation regarding 11224 Weisstown Road. After discussion the Board of Commissioners ask that this item remain on the agenda for next meeting.

Code Enforcement Officer Labe presented the Board of Commissioners with his monthly report

for January 2023

### **SEO REPORT**

Sewage Enforcement Officer Labe presented the Board of Commissioners with his monthly report for January 2023

### **SOLICITOR'S REPORT**

Solicitor Frederick presented the Board of Commissioners with the revised burn ordinance. The Board of Commissioners discussed the ordinance and after discussion they asked Solicitor Frederick to update the setback from 25ft to 50ft. **On a motion by Commissioner Bartman, seconded by Commissioner Spade, to approve advertisement of the new burn ordinance after the setback change from 25ft to 50ft. There was no public comment. Motion Carried.**

Solicitor Frederick informed the Board of Commissioners there was no update on Ridgewood Winery. Ridgewood has till the Board of Commissioners March 6<sup>th</sup> meeting to have all items need for the Land Development.

### **ENGINEER'S REPORT**

Engineer Schwartz's items were discussed under old business.

### **COMMISSIONERS' REPORT**

There was no commissioner's report at this time.

### **MANAGER'S REPORT**

Manager Conrad presented the Board of Commissioners with the Berks County Solid Waste Authority Sponsorship Opportunity. There was no action taken on this time.

Manager Conrad presented the Board of Commissioners with the Resolution 2-1-2023 regarding the Liberty Fire Company Event that was approved at the last meeting.

Manager Conrad presented the Board of Commissioners with a letter that was sent to the School District regarding the Crossing Guard.

Manager Conrad presented the Board of Commissioners with a certified letter that was sent from the Berks County Preservation Board regarding a property in the Township. The Board of Commissioners took no action on the item.

Manager Conrad presented the Board of Commissioners with an email from T-Mobile regarding looking into the price of our cell phone service. The Board of Commissioners agreed that Manager Conrad should meet with the gentlemen from T-Mobile.

Manager Conrad presented the Board of Commissioners with a letter that was received from a Township Resident regarding their concern with the new senior developments going in that will impact the ambulance services. A discussion was held, however, no action was taken at this time.

Manager Conrad presented the Board of Commissioners with the Liquid Fuels Tax Fund payment letter.

### **COMMITTEE REPORT**

Commissioner Davidheiser presented the Board of Commissioner with the following committee reports:

Berks County Planning Commission E-Flash dated for February 15<sup>th</sup>, 2023.

### **OLD BUSINESS**

Engineer Schwartz presented the Board of Commissioner with the two-week work schedule from Marino Corp for the N Reading/Henry/Montgomery Avenue Intersection.

Manager Conrad presented the Board of Commissioners with the letter that was sent to the School District with the updated intersection project payment chart.

Manager Conrad presented the Board of Commissioners with the updated intersection project payment chart.

### **STORMWATER/MS4 INFORMATION**

Manager Conrad presented the Board of Commissioners with the "Save Our Stream of Road Salt" flier and it was available for the public to view.

### **SUBDIVISIONS/LDPs**

#### **Madison Walk/Point 1 Subdivision**

Deadline: Time Extension Agreement Approved

Manager Conrad presented the Board of Commissioners with the Zoning Hearing Decision.

#### **Ridgewood Winery**

No review or action was needed regarding this subdivision.

#### **Colebrookdale Woods**

No review or action was needed regarding this subdivision.

#### **PA Senior Living Personal Care Facility**

Deadline: Time Extension Agreement Approved

Manager Conrad presented the Board of Commissioners with Resolution 3-2-2023. The Township is waiting for the signed and returned Resolution. There was no action required.

#### **PA Senior Living Townhomes along Swamp Creek**

Deadline: Time Extension Agreement Approved

Manager Conrad presented the Board of Commissioners with Resolution 3-1-2023. The Township is waiting for the signed and returned Resolution. There was no action required.

**Lazy K Campground**

Deadline: Time Extension Agreement Approved  
No review or action was needed regarding this subdivision.

**NEW BUSINESS**

There was no new business at this time.

**COMMUNICATIONS**

Commissioner Davidheiser presented Board of Commissioner with the following communications the township received:

Letter from PennDOT

Letter from Perkiomen Water Conservancy regarding date for Stream Clean-Up

**PUBLIC PARTICIPATION**

There was no public participation at this time.

**ADJOURNMENT**

There being no other business to come before the Board, **Commissioner Spade made a motion, seconded by Commissioner Smith to adjourn the meeting at 8:38 p.m. Motion Carried.**

The next meeting of the Board of Commissioners is scheduled for Monday, March 6<sup>th</sup>, 2023.

Respectfully submitted,

Brittany Billera-Smith  
Township Secretary