

**COLEBROOKDALE TOWNSHIP
BOARD OF COMMISSIONERS
Meeting Minutes of October 2nd, 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 7:30 PM and all in attendance joined in the Pledge to the Flag.

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

PUBLIC PARTICIPATION

MINUTES

The October 2nd, 2023 meeting minutes were presented to the Board of Commissioners for their review and approval. **On a motion by Commissioner Bartman, seconded by Commissioner Davidheiser, the October 2nd, 2023 meeting minutes were approved as presented. There was no public comment. Motion Carried.**

FINANCIAL REPORTS

Commissioner Gamler 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	10/02/2023	\$ 80,874.91
Payroll Expense	09/29/2023	12,311.84
Recycling Fund Expense	10/02/2023	16,366.16
Street Light Fund Expense	10/02/2023	1,404.70

On a motion by Commissioner Davidheiser and seconded by Commissioner Smith, permission was given for the payment of submitted bills. There was no public comment. Motion carried.

President Gamler acknowledged the submission of the Profit & Loss Budget vs Actual General Fund Statement.

EASTERN BERKS REGIONAL POLICE

There was nothing to report at this time.

ROAD MASTER REPORT

Commissioner Gamler acknowledged the road reports submitted by Roadmaster Hillegas dated for the weeks of September 17th, September 23rd, and September 29th.

Roadmaster Hillegas presented the Board of Commissioners with a quote for a new lawn mower for the Township. The Board of Commissioners will review and discuss at the next meeting.

CODE ENFORCEMENT OFFICER'S REPORT

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

199 Red Oak Drive
670 Englesville Road
5463 Sawmill Road
82 Willow Road

CEO Labe presented the Board of Commissioners with a Notice of Violation for 5 Barb Lane, 11 Barb Lane, 13 Barb Lane and 82 Willow Road.

CEO Labe presented the Board of Commissioners with an email and agreements from the property owner on W Philadelphia Ave who is interested in requesting the closure of a portion of N Ironstone Drive. The Board of Commissioners discussed this request, no action was taken at this time.

CEO Labe presented the Board of Commissioners with a letter that was sent to 11 Brook Drive.

CEO Labe presented the Board of Commissioners with a letter from Attorney Corsetti that was sent to the Township regarding 82 Willow Road. The Board of Commissioners reviewed the letter with CEO Labe and Solicitor Frederick. After the discussion Solicitor Frederick is going to reach out to the Attorney Corsetti to see if he can help with the issue pertaining to the property.

CEO Labe informed the Board of Commissioners that he has finally received contact information for multiple people at the 1124 Weisstown Road property. CEO Labe will work those contacts to work on getting the property cleaned up.

SEO REPORT

There was nothing to report at this time.

SOLICITOR'S REPORT

There was nothing to report at this time.

ENGINEER'S REPORT

Township Engineer Schwartz presented the Board of Commissioners with a quote regarding the suggested repair at the curve at Mill Street for the cars going onto the owner's property. The property owners were present to discuss the issue with the Board of Commissioners. The property owners were in favor of the changes that were presented and Roadmaster Hillegas confirmed these were items that he had or could be ordered. The property owners also asked about rumble stripes which after discussion the Board of Commissioners asked the Township Engineer to look into and report back if that was something the Township could consider. The Board of Commissioners agreed to move forward with the current suggested changes of the curve at Mill Street. **On a motion by Commissioner Smith and seconded by Commissioner Bartman, to allow Roadmaster Hillegas to move forward with the suggested changes to the curve a Mill Street. There was no public comment. Motion carried.**

COMMISSIONERS' REPORT

There was nothing to report at this time.

MANAGER'S REPORT

Commissioners Gamler presented the Board of Commissioners with Resolution 9-2-2023 regarding the support for the YMCA grant that the YMCA is applying for.

Commissioners Gamler presented the Board of Commissioners with the 2023 Municipal Pension State Aid Allocation Notification. In the bill list was the approved payment sent to PSAB-MRT for the 2023 Municipal Pension State Aid in the amount of \$30,946.00.

Commissioners Gamler presented the Board of Commissioners with a certified Met-Ed letter regarding tree work they will complete in the Township.

Commissioner Gamler presented the Board of Commissioners with the auditor general payment remittance regarding the 2023 Boyertown Area Foreign Fire Relief. In the bill list was the approved payment sent to the Boyertown Area Foreign Fire Relief in the amount of \$34,997.67.

Commissioner Gamler presented the Board of Commissioners with a list of the 2023 Tax refunds that was given to the Township from the Township Tax Collector. **On a motion by Commissioner Bartman and seconded by Commissioner Davidheiser, approval of the 2023 refund tax payment from the Township Tax Collector. There was no public comment. Motion carried.**

OLD BUSINESS

Commissioner Gamler presented the Board of Commissioners with a scope of work for the Township Building. The Board of Commissioners will discuss this at the next meeting.

There was nothing to report regarding the N Reading/Montgomery Ave intersection at this time.

STORMWATER/MS4 INFORMATION

Commissioner Gamler presented the Board of Commissioners with an email from LTL Consultants regarding the status on their work of the basin at Grace Baptist Church.

Solicitor Frederick presented the Board of Commissioners with an amendment to the agreement for the Grace Baptist Church extending it from September 30th, 2023 to March 31st, 2024. **On a motion by Commissioner Davidheiser and seconded by Commissioner Bartman, to approve the amendment for an extension of time from September 30th, 2023 to March 31st, 2024. There was no public comment. Motion carried.**

SUBDIVISIONS/LDPs

Madison Walk/Point 1 Subdivision

Deadline: Time Extension Agreement Approved
There was no action taken at this time.

Colebrookdale Woods

There was no action taken at this time.

PA Senior Living Personal Care Facility

Deadline: Time Extension Agreement Approved
There was no action taken at this time.

PA Senior Living Townhomes along Swamp Creek

Deadline: Time Extension Agreement Approved
There was no action taken at this time.

Lazy K Campground

Deadline: Time Extension Agreement Approved
Commissioner Gamler acknowledged the engineer review letter #2 that will go in front of the Planning Commission at their next meeting.

Dougherty Minor Subdivision

There was no action taken at this time.

Graber Minor Subdivision

Deadline: November 1st, 2023
There was no action taken at this time.

NEW BUSINESS

Commissioner Gamler presented the Board of Commissioners with a letter from DEP regarding Global Advanced Metals. There was no action at this time.

COMMUNICATIONS

The Township received the following communications:
Letter from Wildlife Enterprises LLC
Historical Review of Berks County Magazine

PUBLIC PARTICIPATION

There was no public participation at this time.

ADJOURNMENT

There being no other business to come before the Board, **Commissioner Davidheiser made a motion, seconded by Commissioner Bartman to adjourn the meeting at 8:36 p.m. Motion Carried.**

The next meeting of the Board of Commissioners is scheduled for Monday, October 16th, 2023.

Respectfully submitted,

Brittany Billera-Smith
Township Secretary