

**COLEBROOKDALE TOWNSHIP
BOARD OF COMMISSIONERS
Meeting Minutes of January 2nd, 2024**

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), William Spade, Linwood Bartman and Jack Smith. Commissioner James Davidheiser (Vice-President) was present via zoom. Also in attendance was Township Solicitor Jeff Karver, Code Enforcement Officer Paul Labe, and Township Manager Cindy Conrad. Township Engineer Mike Schwartz was excused from the meeting.

PUBLIC PARTICIPATION

There was no public participation at this time.

MINUTES

The December 18th, 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 December 18th, 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	01/02/2024	\$ 12,416.24
Payroll Expense	12/22/2023	12,435.64
Recycling Fund Expense	01/18/2024	17,784.78
Street Light Fund Expense	01/18/2024	1,408.22
2023 Bills		18,574.00

On a motion by Commissioner Spade 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 and the HRA Account Balance as of 1/1/2024.

EASTERN BERKS REGIONAL POLICE

There was no police report at this time.

ROADMASTER REPORT

Commissioner Gamler acknowledged the road reports submitted by Roadmaster Hillegas dated for the weeks of December 24th and December 31st.

CODE ENFORCEMENT OFFICER'S REPORT

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

336 S Ironstone Drive – Shed Permit
31 Elm Street – Sunroom Permit
35 Fegley Street – Solar Panel Permit

CEO Labe informed the Board of Commissioners that he cited 1124 Weisstown Road with a total of 5 citations.

SEO REPORT

There was no SEO report at this time.

SOLICITOR'S REPORT

There was nothing to report at this time.

ENGINEER'S REPORT

There was nothing to report at this time.

COMMISSIONERS' REPORT

There was nothing to report at this time.

MANAGER'S REPORT

Manager Conrad presented the Board of Commissioners with the Recycling Grant payment that the Township received at the end of December.

Manager Conrad presented the Board of Commissioners with a certified letter that was sent to 215Secure regarding the cancellation of services at the end of the contract period.

Manager Conrad presented the Board of Commissioners with the Berks County Uniform Construction Code Board of Appeals Agreement. After discussion the Board of Commissioner and Solicitor agreed to continue being about of the Berks County Board of Appeals. **On a motion by Commissioner Spade and seconded by Commissioner Smith, to approval the payment of \$300.00 for the Berks County Uniform Construction Code Board of Appeals and Commissioner Gamler to sign the agreement. There was no public comment. Motion carried.**

COMMITTEE REPORTS

There was nothing to report at this time.

OLD BUSINESS

There was nothing to discuss for the meeting room update at this time.

All items regarding the N Reading/Montgomery Ave/Henry Ave Intersection have been completed and the item will be removed from the agenda going forward.

STORMWATER/MS4 INFORMATION

There was nothing to report at this time.

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
There was no action taken at this time.

Graber Minor Subdivision

Deadline: November 1st, 2023
Commissioner Gamler presented the Board of Commissioner with an extension of time for the Graber Subdivision. This will move the deadline to April 30th, 2024. **On a motion by Commissioner Spade and seconded by Commissioner Smith, to approve the extension of time for the Graber Subdivision. This will move the deadline to April 30th, 2023. There was no public comment. Motion carried.**

NEW BUSINESS

The Township received information regarding a assessment appeal for the Boyertown Foundry. There was no action taken on this item.

The Township received information regarding a permit renewal application for Gigabiter, LLC. There as no action taken on this item.

COMMUNICATIONS

The following items were received by the Township:
Crime Alert of Berks County Flier
Berks Nature 2024 Calendar
BCAGP Grave Happening Newsletter

PUBLIC PARTICIPATION

There was no public participation at this time.

ADJOURNMENT

There being no other business to come before the Board, **Commissioner Bartman made a motion, seconded by Commissioner Spade to adjourn the meeting at 8:03 p.m. Motion Carried.**

The next meeting of the Board of Commissioners is scheduled for Tuesday, January 16th, 2024.

Respectfully submitted,

Brittany Billera-Smith
Township Secretary