

**CENTRE TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF JANUARY 23, 2024**

The regular monthly meeting of the Centre Township Board of Supervisors was held on January 23, 2024 at the Centre Township Municipal Building, 449 Bucks Hill Road, Mohrsville, PA. Chairman Jason Troutman called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance, followed by a Moment of Silence. The following were present: Chairman Jason Troutman and Vice Chairman James Fitterling, Solicitor Liz Magovern, Engineer Ryan Rhode, Zoning/Codes Enforcement Jeff Fiant and Secretary Cheryl Haus.

HEARING OF VISITORS ON AGENDA ITEMS

None at this time.

APPROVAL OF MINUTES

A motion was made by James Fitterling to approve the December 19, 2023 and January 2, 2024 Board of Supervisors Meeting Minutes. Seconded by Jason Troutman. Upon roll call, Troutman and Fitterling voted yes.

PAYMENT OF BILLS

A motion was made by Jason Troutman and seconded by James Fitterling to approve the payment of bills. Upon roll call, Troutman and Fitterling voted yes.

A motion was made by James Fitterling and seconded by Jason Troutman to approve the township's 2024 annual donations of \$5,000.00 to the library and \$25,000.00 to the Volunteer Fire Company. Upon roll call, Troutman, and Fitterling voted yes.

ORDINANCES AND RESOLUTIONS/SOLICITORS REPORT – Liz Magovern

A motion was made by Jason Troutman and seconded by James Fitterling to conditionally approve the settlement Agreement with the Pocono Beagle Club with the money coming from the insurance company. Upon roll call, Troutman and Fitterling voted yes.

An update was provided on the Comcast Franchise Renewal. Bossler Road is not included in the area for Broadband Funds. Other funding is being checked into.

ROAD DEPARTMENT

Vice Chairman James Fitterling noted that the Road Department has been plowing and taking care of roads from the recent snow.

A motion was made by James Fitterling and seconded by Jason Troutman to upgrade the wages for Luke Dunlap for tree trimming and Kevin Krill for CDL snow plowing, as needed, at \$22.00 per hour. Upon roll call, Troutman and Fitterling voted yes.

MuniciBid – Sale of Equipment Items

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ENGINEER'S REPORT – RYAN RHODE

Engineer Ryan Rhode discussed the required annual inspection of the fuel tanks, etc. by Hafer Petroleum. No issues were found during the inspection.

ZONING OFFICER REPORT

Township Zoning/Codes Enforcement Officer, Jeff Fiant noted that five building permits were issued in the month of January with a total construction value of \$77,000.00. There were also seventeen building inspections performed and four zoning ordinance enforcement issues.

Mr. Spatz and Mr. Marshall were in attendance to discuss issues at 1130/1150 Plum Road and animals not being contained. The residents will meet with Code Officials next week.

SEO REPORT

No SEO services performed in December, 2023 or January, 2024

OLD BUSINESS

A motion was made by Jason Troutman and seconded by James Fitterling to conditionally approve Phase 1 of Pear Road Properties LLC condition on meeting items in the Kraft Municipal Groups' review letter of December 19, 2023 and items from the Planning Commission meeting on December 20, 2023. Upon roll call, Troutman and Fitterling voted yes.

Items remaining include the following:

1. Satisfy all conditions of Kraft review letter. 2. Landscaping Revisions plan with 2 phases delineated. 3. Revision to paving cross section for interior paving. 4. County Planning Commission Review Letter satisfied. 5. Review and Approval of Construction Cost Estimates. 6. Payment of outstanding invoices due to Centre Township. 7. Full execution of all Improvements Agreements and Open Space Agreements.

COMPLIANCE WITH THE ZONING ORDINANCE

1. *The Open Space Agreement has been prepared and circulated. The Solicitor's office should confirm the form is acceptable to the Township. Just to note, the Agreement includes language addressing the "private reserve open space" required by the Supervisors in the conditional preliminary Plan approval on May 23, 2023.*

Comment acknowledged.

2. *The landscaping plan needs to indicate the phasing lines so the Phase 1 required landscaping can be easily identified. The perimeter landscaping must be included in Phase 1 since the development is a single parcel. Section 403.2.D.15*

Comment acknowledged. A markup plan has been received detailing landscaping and phase details. A final plan is being prepared and will be provided at a later date. *The Phase 1 cul-de-sacs do not include light fixtures to provide consistent lighting for these residential drive aisles. Section 403.2.D.23*

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Light fixtures around the Southwestern temporary cul-de-sac should be noted as “required for Phase 1 construction.” Currently they are within the Phase 2/3 lighting.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

1. Signatures and certifications shall be provided on the blocks provided for the property owner, surveyor and/or engineer. Section 4.04.E.1,3,4

Comment acknowledged. Signatures and certifications shall be provided on the blocks provided for the property owner, surveyor and/or engineer.

2. An approval of the sanitary sewer system connection from the Township Authority will be required per Section 5.09.B. A review letter dated October 8, 2022 was issued by Systems Design Engineering, Inc. The approval must be received by the Township.

A comment letter in response to the Phase 1 Final Plan was issued by the Township Authority. An approval of the sanitary sewer system connection will be required per Section 5.09.B. prior to the release of the Plans for recording.

3. An approval of the water system connection will be required to be provided to the Township per Section 5.10. Western Berks Authority issued a “will serve” letter dated May 15, 2023.

A comment letter in response to the Phase 1 Final Plan was issued by the Western Berks Water Authority. Final approval of the water system will be required per Section 5.10. prior to the release of the Plans for recording.

4. An improvements agreement and financial security will be required prior to final plan approval as required by Section 5.14. It is my understanding the coordination has been made between the Applicant and Solicitor.

Comment acknowledged. An improvements agreement and financial security will be required prior to final plan approval as required by Section 5.14

5. It is recommended the Turning and Movement Plan title include “...Signage and Pavement Markings.” The driveway entrance at Pear Road needs gore markings to limit the inbound lane to fifteen feet (15’). The crosswalk is not shown in front of building 1. The alignment of these sidewalks should be reconsidered to allow for the required 4 feet between a stop bar and a crosswalk. Section 520.A.3

The gore marking at the entrance should not extend through the drive aisle in front of building 1. A gap should be left to allow vehicles exiting from that drive aisle.

STORMWATER MANAGEMENT

1. A Design Engineer Certification shall be provided as required by Section 403.b.23.

Comment acknowledged.

A Design Engineer Certification shall be provided as required by Section 403.b.23.

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2. *The Applicant shall record the BMP Operations and Maintenance Plan along with the PCSM Plan as required by Section 705.*

Comment acknowledged. The Applicant shall record the BMP Operations and Maintenance Plan along with the PCSM Plan as required by Section 705.

3. *Prior to final approval the applicant shall provide a contribution to the Stormwater Maintenance Fund as required by Section 706. The Phase 1 fee is \$2,289.00 and the calculation is attached for reference.* Comment acknowledged. The property owner will make the necessary contribution. This review letter presented herein should be considered preliminary. Centre Township and Kraft Municipal Group reserve the right to present additional comments as a result of future design and plan revisions.

Board of Supervisors

Entering into an agreement with the Township setting forth restrictions and requirements for a private reserve open space for the residents of Tiny Pear Apartments in order to satisfy the requirements of the Township SALDO Ordinance section 5.21.

Adjustment of the landscaping plan, specific to the set-back of the landscape buffer on the western property line to allow for mature landscaping growth which shall remain solely on Tiny Pear Apartments property.

Property owner Kevin Pyle was in attendance to introduce himself to the Supervisors and stated any issues or comments, please let him know.

NEW BUSINESS

A motion was made by Jason Troutman and seconded by James Fitterling to accept the resignation of Charles Zimmerman. Anyone interested in the position to complete two years of his term, should send a letter of intent to the Township Office. Upon roll call, Troutman and Fitterling voted yes.

A motion was made by Jason Troutman and seconded by James Fitterling to accept the resignation from the Centre Township Municipal Authority of David Phillips. Upon roll call, Troutman and Fitterling voted yes.

MISCELLANEOUS

None at this time.

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HEARING OF VISITORS – GENERAL

Members of the library were in attendance and thanked the Board for the funding. They provided information on the working of the library with a county match and new programs.

ADJOURNMENT

There being no further business to come before the Board, James Fitterling made a motion, seconded by Jason Troutman, to adjourn the meeting at 7:21 p.m. Upon roll call, Troutman and Fitterling, voted yes.

Respectfully Submitted,

Cheryl Haus
Township Secretary