

Richmond Township Board of Supervisors
Monthly Meeting
Monday, May 11, 2026
6:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 6:06 P.M. in the Richmond Township Municipal Building. The pledge of allegiance followed.

ROLL CALL

In attendance at this meeting were Supervisors Brian Wanner, Sam Kemmerer and Scott Brinker; Jennifer Galomb, Township Secretary-Treasurer; Chris Hartman, Esq., Solicitor and Scott Anderson, Township Engineer

PUBLIC PARTICIPATION- AGENDA COMMENTS SESSION

None

APPROVAL OF MINUTES

A motion was made by Sam Kemmerer to approve the minutes from the April 13, 2026 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

NEW BUSINESS

Police Report- Fleetwood Police.

Chief Ulshafer reviewed the report, there is 1 new FT and 2 PT officers are currently in the FTO program.

Sam Kemmerer asked if there were any plans to conduct speed detail on RT222 by the bypass. Chief said they have been monitoring that, mostly at night time but will continue monitoring it. Definitely a bad area and they are going to set radar up there as well.

Code Enforcement Report for March, 2026 and related Correspondence- Kraft

Scott Anderson reviewed the report with the Board.

11 Farmers Drive- They will be submitting an application to the ZHB for truck parking.

Old Order Mennonite Church- ZHB approved the variance.

188 Forgehill Road- Citation being issued.

444 Main Street- Virginville- Jeff will be reaching out about the property.

SEO Report- LTL Consultants Ltd.

The Board reviewed the report and had no questions.

Motion to approve the Sewage Planning Module- Walbert Lot 1 Subdivision

A motion was made by Brian Wanner to have Jen sign the SPM, as long as everything is in order with the SEO, Sam Kemmerer seconded the motion. Motion carried unanimously.

Virginville Fire Company Report.

Mark Richards discussed that on May 30th they will be going to the burn center for training.

Motion to approve truck payment \$20,978.37

A motion was made by Brian Wanner to approve the truck payment, Sam Kemmerer seconded the motion. Motion carried unanimously.

Walnuttown Fire Company Report.

No report was available.

Life Lion and Tipton Ambulance Reports.

The Board reviewed the report and had no comments.

OLD BUSINESS

None

ENGINEER'S REPORT- Scott Anderson

Solar Farm- Mertz Road

There was a meeting to discuss the damages and done to Mertz Road. In order to close out the permit, they have decided to a fee-in-lieu of for the Township to repair the roadway. Once the amount is received, they will close out the permit.

As the payment for Weaver's Road would be coming from Heelstone and the payment for Mertz Road would be coming from Depcom, Attorney Hartman will finalize the Weaver's Road agreement for the Boards approval next month to include the overages.

Scott will reach out to Heelstone on the restrictor plate for the other retention pond as he has not heard back from them yet.

It was discussed that the grass inside the fences is very high and not being mowed. When the panels are tipped, the grass is touching the them. Scott mentioned that the grass inside the fence has a different height restriction than the outside. He will look into it and get codes involved if necessary.

2026 Roadwork Project.

The roadwork bids were opened this morning, with numbers in line with what we estimated the cost would be, with Allan Myers being the low bid.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate Bid</u>
Allan Myers, L.P.	\$281,478.05	\$332,969.05
New Enterprise Stone & Lime, Inc.	\$285,829.55	\$339,080.95
Construction Masters Services, LLC.	\$322,283.75	\$383,231.75

Sacks & Sons Inc	\$342,647.80	\$411,003.20
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After a brief discussion, a motion was made by Brian Wanner to award the alternate bid from Allan Myers for \$332,969.05 Sam Kemmerer seconded the motion. Motion carried unanimously.

The alternate bid would include repairs to Farmers Drive, prior to PennDOT construction.

Motion to approve Resolution for Bituminous Price Adjustment

Scott discussed that for small projects like the Township has, PennDOT has a resolution that can be put into place with oil prices fluctuating, it caps it at 100 liquid tons of asphalt. It was included in the bid specifications and just needs to be approved by the Board before the work starts.

A motion was made by Brian Wanner to approve the resolution, Sam Kemmerer seconded the motion. Motion carried unanimously.

Sheetz LDP- Review letter to release LOC & Bond

Sheetz had requested a release of the LOC in the amount of \$853,160.39 and the Bond of \$45,336.64. Scott discussed that the new building is complete. They still need to submit as built drawings so the permit can be closed out, so we are retaining \$10,000.00 for that, but are recommending the release of \$843,160.39 of the LOC.

The Bond that is in place is from the previous project that was never collected and has since been torn down for the remodel. They are asking for that to be returned.

A motion was made by Brian Wanner to release the Bond from the 2019 project in the amount of \$45,336.64 Sam Kemmerer seconded the motion. Motion carried unanimously.

A motion was made by Brian Wanner to authorize escrow release #1 in the amount of \$843,160.39 Sam Kemmerer seconded the motion. Motion carried unanimously.

Crystal Cave Road- Subdivision extension request until August 18, 2026

The Planning Commission has already recommended approval; they are just waiting on the HOP permit to be approved for the new driveway. They are requesting an extension until August 18, 2026.

A motion was made by Brian Wanner to approve the extension, Sam Kemmerer seconded the motion. Motion carried unanimously.

SOLICITORS REPORT

Delinquent Sewer Report

Attorney Hartman has filed liens on three properties and will now file DJ complaints on them as no payments and no communication has been received by them.

He also recommended to file a lien on 393 Park Road, which the Board agreed on, as well as 1015 Pleasant Hill Road.

Discuss Shared Use Path Agreement- PennDOT

Attorney Harman and Sam Kemmerer had a lengthy discussion with PennDOT. PennDOT is viewing this area as a bicycle and pedestrian path only. It was discussed that there are no pedestrians that would be crossing this roadway, it would be bicycles and horse and buggy. The plan was to have a joint used path, on the North and South side, running from the adult book store to Ozgoods, so that the Mennonite community can cross there. The solution will be a shoulder on one side and a joint use path on the other, where bicycles and pedestrians can travel bi-directionally, where horse and buggies can must only go one direction on either side.

The other issue was the electronic signal for push button use when entering the shared use path, which would be difficult for horse and buggies. It was suggested that they have a motion sensor to use the path.

Discuss Roundabout Agreement- PennDOT

Attorney Hartman will have the agreement next month to have the Board approve and sign.

Discuss Traffic Signal Agreement- PennDOT

It was discussed that there are two traffic signal agreements within the Township, one at the Bitler farm at Ruth Road and the other on RT662 at the Schlegel farm. We will need to reach out to both farms and see if they are still in use, if not see if they are willing to remove or go into an agreement that states they are responsible for maintain them.

Sam Kemmerer will reach out to both parties and discuss.

STECKBECK ENGINEERING- Scott Rights, P.E.

Nothing to report

Miscellaneous Business

None

ROADMASTER'S REPORT

Review monthly road work report

The Board reviewed the report.

SECRETARY- TREASURER'S REPORT

Payment of the bills

General Fund

A motion was made by Sam Kemmerer to pay Check #12365 to Check #12403 including the EFTs in the amount of \$387,571.58 Scott Brinker seconded the motion. Motion carried unanimously.

State Fund

No checks

Light Fund

No checks

Richmond Township Sewer Fund

A motion was made by Sam Kemmerer to pay Check #3400 to Check #3404 including EFTs in the amount of \$36,793.99 Scott Brinker seconded the motion. Motion carried unanimously.

Walnuttown Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2205 & #2206 in the amount of \$5,429.51 Scott Brinker seconded the motion. Motion carried unanimously.

Virginville Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2210 - #2212 in the amount of \$26,407.88 Scott Brinker seconded the motion. Motion carried unanimously.

Motion to approve Resolution 2026-12 Destruction of Right-to-Know Request

Tabled until next month's meeting

Motion to approve contribution to Albright College- Center for Excellence in Local Government.

The Township made a contribution last year for \$150.00. They offer a lot of good programs for municipalities. A motion was made by Brian Wanner to approve the \$150.00 contribution, Sam Kemmerer seconded the motion. Motion carried unanimously.

Review quotes for sewer billing

The Township received 3 quotes for in-house sewer billing:

Diversified Technology: \$13,400.00/start up (\$375.00/monthly- 36 payments)- \$1,000.00/yearly

Edmunds GovTech: \$16,350.00/ start up and \$6,600.00/annually

Vadar Systems: \$3,989.62/yearly subscription

Jen discussed that Diversified Technology was the easiest to navigate and has numerous reports available. Residents are able to access the portal to make payments. The portal also allows for delinquent letters to be sent.

After a brief discussion, a motion was made by Brian Wanner to approve the quote for Diversified technology to bring sewer billing in-house, Sam Kemmerer seconded the motion. Motion carried unanimously. Jen will reach out to see if there is a discount if the start-up was paid in cash.

Review 2025 Audit Report

Brian reviewed the report with Roxanne and there were no issues.

Approve Bi-Yearly Service Contract- SMRTGUYS LLC.

A motion was made by Brian Wanner to approve the renewal, Scott Brinker seconded the motion. Motion carried unanimously.

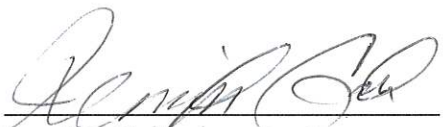
CHAIRMAN'S REPORT

PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR


None

ADJOURNMENT

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 7:21 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb
Secretary-Treasurer, Richmond Township



-Brian Wanner- Sam Kemmerer
Vice Chairman, Richmond Township