Maidencreek Township Board of Supervisors
Reorganization Meeting
January 3, 2011 – 7:30 PM

Attending: Claude Beaver, Roy Timpe, Joseph Rudderow III, Tom Unger - System Design Engineering, Inc., Diane Hollenbach – General Manager, Johanna Mattera -Recording Secretary

Claude Beaver called the January 3, 2011 Reorganization Meeting of the Maidencreek Township Board of Supervisors to order at 7:30 p.m.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Claude Beaver as Chairperson Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2011. All members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Johanna Mattera as Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2011. All members voted, "Aye." Motion carried.

PUBLIC COMMENT - none

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to nominate Claude Beaver as Chairperson of the Maidencreek Township Board of Supervisors in 2011. Hearing no questions on the motion, all members voted as follows, Joseph Rudderow III and Roy Timpe "Aye" and Claude Beaver "Abstain." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to nominate Roy Timpe as Vice Chairperson of the Maidencreek Township Board of Supervisors in 2011. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

POSITIONS FILLED BY MEMBERS OF THE BOARD OF SUPERVISORS

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Roy Timpe as Agricultural Security Area Representative for Maidencreek Township in 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Claude Beaver as Township Road Master for Maidencreek Township in 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Claude Beaver, to appoint Joseph Rudderow III as Northern Berks Regional Police Commissioner for Maidencreek Township in 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Claude Beaver as Northern Berks Regional Police Commissioner Alternate for Maidencreek Township in 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Claude Beaver, to appoint Joseph Rudderow III as Tax Collection Committee Delegate for Maidencreek Township in 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Diane Hollenbach as Tax Collection Committee 1st Alternate Delegate for Maidencreek Township in 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

Tax Collection Committee 2nd Alternate - Vacant

SET MONTHLY MEETING DATES

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to set the meeting dates for the 2011 Board of Supervisors meetings as the 2nd Thursday of each month at 7:00 PM at the Maidencreek Township

Municipal Building. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

DESIGNATE PUBLICATION FOR ADVERISEMENT OF PUBLIC NOTICES

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to designate the Reading Eagle as the publication for the advertisement of legal notices. Hearing no questions on the motion, all members voted "Aye". Motion carried.

RESOLUTION 1-20110

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to adopt Resolution 1-2011 appointing Diane Hollenbach as Township Manager. Hearing no questions on the motion, all members voted "Aye". Motion carried.

RESOLUTION 2-2011

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to adopt Resolution 2-2011 appointing Orlando Law Office as Solicitor for 2011 to serve the Board of Supervisors, Planning Commission and Park and Recreation and set an hourly rate of $165.00. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

The Board went into Executive Session from 7:36 pm to 7:51 pm to discuss personnel matters.

RESOLUTION 3-2011

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to adopt Resolution 3-2011 appointing Systems Design Engineering, Inc as Township Engineering Consultant for 2011 to serve the Board of Supervisors, Planning Commission and sets the hourly rate for each service. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 3A-2011

A motion was made by Joseph Rudderow III, to adopt Resolution 3A-2011 appointing Arrow Engineering as Township Engineering Consultant for 2011 to serve the Park and Recreation Board and sets the hourly rate for each service. The motion died due to lack of a second.

A motion was made by Roy Timpe, seconded by Claude Beaver to adopt Resolution 3A-2011 appointing Systems Design Engineering, Inc. as Township Engineering Consultant for 2011 to serve the Park and Recreation Board and sets the hourly rate for each service. Hearing no questions on the motion, the members voted as follows: Roy Timpe and Claude Beaver "Aye" and Joseph Rudderow III "Nay". Motion carried.

RESOLUTION 3B-2011

A motion was made by Joseph Rudderow III, to adopt Resolution 3B-2011 appointing Arrow Engineering as Township Engineering Consultant for 2011 to serve as the Zoning Officer, Code Enforcement Officer and Building Code Official. The motion died due to lack of a second.

A motion was made by Roy Timpe, seconded by Claude Beaver to adopt Resolution 3B-2011 appointing Systems Design Engineering, Inc. as Township Engineering Consultant for 2011 to serve as the Zoning Officer, Code Enforcement Officer and Building Code Official and sets the hourly rate for each service. Hearing no questions on the motion, the members voted as follows: Roy Timpe and Claude Beaver "Aye" and Joseph Rudderow III "Nay". Motion carried.

RESOLUTION 4-2011

A motion was made by Joseph Rudderow III, to adopt Resolution 4-2011 appointing Arrow Engineering as Township Sewage Enforcement Officers for 2011 and sets the hourly rate for those services. The motion died due to lack of a second.

A motion was made by Roy Timpe, to adopt Resolution 4-2011 appointing Systems Design Engineering, Inc. as Township Sewage Enforcement Officers for 2011 and sets the hourly rate for those services. Mr. Timpe amended the motion appointing the individuals that are in the exhibit; Scott McCaffrey of Systems Design as the primary SEO, and alternates are Carl Wolfe, Michael Pohrenezy Jr., Thomas C. Unger, Keith Showalter and Mark

Kitzmiller. The motion was seconded by Claude Beaver. Hearing no questions on the motion, the members voted as follows: Roy Timpe and Claude Beaver "Aye" and Joseph Rudderow III "Nay". Motion carried.

APPOINT PERSONNEL AND ADOPT RESOLUTION 5-2011 RATES OF PAY
RESOLUTION 5-2011

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to adopt Resolution 5-2011 establishing Personnel Positions and Rates of Pay for 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Diane Hollenbach as Secretary/Treasurer for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Johanna Mattera as Board of Supervisors Recording Secretary for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Kim Rossetti as Park & Recreation Recording Secretary for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Diane Hollenbach as Planning Commission Recording Secretary for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Chris Kline as Emergency Management Coordinator – FEMA for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to table the appointment of an Assistant Emergency Management Coordinator - FEMA. Hearing no questions on the motion, all members voted "Aye". Motion carried

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Diane Hollenbach as the 2011 Recycling Coordinator. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Colleen Donohue as School Crossing Guard for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Mark Seidt and William Becker as Alternate School Crossing Guards for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Beverly Guistwite as Cleaning Person for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Keith Shuman as Public Works Foreman for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe to appoint Gene Rothermel and Keith Shuman as Heavy Equipment Operator w/ CDL for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint David Saint as Light Equipment Operator w/ CDL for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Keith Guistwite as Light Equipment Operator/Mechanic for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Vernon Hecker as Part Time Equipment Operator for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Rita Agnetti as Receptionist Clerk/Typist/Zoning Secretary for 2011. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to table appointment of the Personnel Committee. Hearing no questions on the motion, all members voted "Aye". Motion carried.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Barbara Hassler as Real Estate and Amusement Tax Collector for 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Berks/Tax Claim Bureau as Delinquent Real Estate Tax Collector for 2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to appoint Diane Hollenbach as Township Representative to issue Amusement Permits for 2011. Hearing no questions on the motion all members voted, "Aye." Motion carried.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Kim Rossetti to the Maidencreek Township Authority Board with a term expiring on 12/31/15. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Robert Orischak to the Maidencreek Township Planning Commission with a term expiring on 12/31/14. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to reappoint Hether Quillman to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/15. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, adopt Resolution 6-2011 to appoint Jason Valick as the Maidencreek Township Zoning Hearing Board and J. Richard Thren as a Zoning Hearing Board Alternate with a term expiring on 12/31/13. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to reappoint David Brown as the Maidencreek Township Vacancy Board Chairman. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint Claude Beaver, Jim Schoellkopf Jr. and J. Richard Thren to the Fleetwood-Maidencreek-Richmond Joint Planning Commission with a term to expire 12/31/2011. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

CAPITAL AUTHORIZATIONS, RESOLUTION 7-2011

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to designate the VIST Bank, Fleetwood Bank, Affinity Bank and Metro Bank as depositories for all Township funds and VIST Bank for the collected tax funds of the Maidencreek Township Tax Collector. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to authorize the Chairman to sign the Survey of Financial Condition. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to authorize the County of Berks to print and mail joint real estate tax bills with the Township sharing equally in the cost for printing and postage. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to authorize any Supervisor to spend not to exceed $2,500.00 for emergency situations and the Manager to spend not to exceed $600.00 at any time for daily operational needs during 2011. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to authorize the Township Manager to purchase Security Bonds for 2011 for the Secretary/Treasurer in the amount of $500,000.00 and Real Estate Tax Collector in the amount of $500,000.00. Hearing no questions on the motion all members voted, "Aye". Motion carried.

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to adopt Resolution 7-2011 authorizing the Board to appoint an independent auditor to audit the financial records of 2010. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

APPOINT FIRE POLICE PERSONNEL

A motion was made by Joseph Rudderow III, seconded by Roy Timpe, to appoint personnel to the following positions: Fire Police Captain -Floyd Richards, Fire Police Lieutenant – Teresa Franke, Fire Police Sergeant – Vacant, Fire Police Personnel – Dan Miller, Sr. and Michael Kauffman. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 8-2011

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to adopt Resolution 8-2011 authorizing the Blandon Ambulance to provide emergency medical service to Maidencreek Township for 2011. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 9-2011

A motion was made by Roy Timpe, seconded by Joseph Rudderow III, to adopt Resolution 9-2011 authorizing the Blandon Volunteer Fire Company to provide emergency medical service and fire protection services for the properties and persons of Maidencreek Township for 2011. Hearing no questions on the motion all members voted, "Aye". Motion carried.

Since there was no further business, a motion was made by Joseph Rudderow III, seconded by Roy Timpe III, to adjourn the January 3, 2011 Maidencreek Township Reorganization Meeting. Hearing no questions on the motion, all members voted, "Aye." Motion carried. Meeting adjourned at 8:28 p.m.

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Recording Township Secretary, January 3, 2011

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Township Secretary, January 3, 2011

Cc: Board of Supervisors
Eugene Orlando, Orlando Law Office, Solicitor
Thomas Unger, Systems Design Engineering, Inc., Township Engineer
Planning Commission
Park & Recreation Board
Zoning Hearing Board and Alternates
Paul Herbein, Zoning Hearing Board Solicitor
Maidencreek Township Authority
Patrick Donovan, Maidencreek Township Authority General Manager
JoAnn Schaeffer, Maidencreek Township Authority Secretary
Robert Hobaugh, Jr. Esq., Stevens & Lee, Authority Solicitor
Greg Unger, Systems Design Engineering, Inc., Authority Engineer
Barbara Hassler, Tax Collector
Daniel Miller, Blandon Fire Company Chief
Chief Scott W. Eaken, Northern Berks Regional Police