Maidencreek Township Board of Supervisors
Reorganization Meeting
January 5, 2015 – 7:00 PM

Attending: Claude Beaver, David Franke, Joseph Rudderow III, Christopher Garrell - Orlando Law., Diane Hollenbach – General Manager, Johanna Mattera -Recording Secretary

Guests: Cody Rhoads, Keith Shuman, Stephanie Williams, Lois Geist

David Franke called the January 5, 2015 Reorganization Meeting of the Maidencreek Township Board of Supervisors to order at 7:00 p.m and appointed Christopher Garrell as Chairperson Pro Tem.

PUBLIC COMMENT - none

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS

A motion was made by Claude Beaver, seconded by David Franke, to nominate Joseph Rudderow III as Chairperson of the Maidencreek Township Board of Supervisors in 2015. Hearing no questions on the motion, all members voted,"Aye". Motion carried. Mr. Garrell turned the meeting over to Joseph Rudderow III

A motion was made by Claude Beaver, seconded by David Franke, to appoint Johanna Mattera as Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2015. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Joseph Rudderow III, to nominate David Franke as Vice Chairperson of the Maidencreek Township Board of Supervisors in 2015. 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 Claude Beaver, seconded by David Franke, to appoint Joseph Rudderow III as Agricultural Security Area Representative for Maidencreek Township in 2015. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by David Franke, seconded by Joseph Rudderow III, to appoint Claude Beaver as Township Road Master for Maidencreek Township in 2015. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by David Franke, seconded by Joseph Rudderow III, to appoint Claude Beaver as Northern Berks Regional Police Commissioner for Maidencreek Township in 2015. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by David Franke to appoint Diane Hollenbach as Northern Berks Regional Police Commissioner Alternate for Maidencreek Township in 2015. Ms. Hollenbach declined the nomination. David Franke amended the motion to appoint Joseph Rudderow III as Northern Berks Regional Police Commissioner Alternate for Maidencreek Township 2015, seconded by Claude Beaver. Hearing no questions on the motion, all members voted "Aye". Motion carried.

PSATS Convention Voting Delegate - Tabled.

SET MONTHLY MEETING DATES AND APPROVE THE HOLIDAY SCHEDULE

A motion was made by David Franke, seconded by Claude Beaver, to set the meeting dates for the 2015 Board of Supervisors meetings as the 2nd Thursday of each month at 7:00 PM at the Maidencreek Township Municipal Building and approve the Holiday Schedule. Hearing no questions on the motion, all members voted, "Aye." Motion carried. The Holiday schedule will be posted on the Township website.

DESIGNATE PUBLICATION FOR ADVERISEMENT OF PUBLIC NOTICES

A motion was made by David Franke, seconded by Claude Beaver, 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.

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RESOLUTION 1-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 1-2015 appointing Diane Hollenbach as Township Manager and authorized the Chairman to sign the employment contract. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 2-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 2-2015 appointing Orlando Law Office as Solicitor for 2015 to serve the Board of Supervisors, Planning Commission and Park and Recreation Board and also sets an hourly rate of $170 and paralegal hourly rate of $130. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 3-2015

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 3-2015 appointing Great Valley Engineering as Township Engineering Consultant for 2015 to serve the Board of Supervisors, Planning Commission and Park and Recreation. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 4-2015

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 4-2015 appointing Scott McCaffrey of Systems Design Engineering, Inc. as Sewage Enforcement officer. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 5-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 5-2015 appointing Systems Design Engineering, Inc. to serve as Zoning Officer, Code Enforcement Officer and Building Code Official for 2015. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

UNIFORM CONSTRUCTION CODE APPEALS BOARD

A motion was made by Claude Beaver, seconded by David Franke to authorize Maidencreek Township to participate in the Berks County wide UCC Appeals Board. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 6-2015

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 6-2015 appointing Bradley Pflum, Kevin Tobias and Jonathan Gracely to Property Maintenance Appeals Board and alternates Joseph Rudderow III and David Franke and setting the terms of office. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

APPOINT PERSONNEL AND ADOPT RESOLUTION 7-2015 RATES OF PAY

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 7-2015 establishing Personnel Positions and Rates of Pay for 2015 and union positions and rates of pay for 2015 and appoint personnel to the following positions:

Diane Hollenbach as Secretary/Treasurer
Johanna Mattera as Board of Supervisors Recording Secretary
Katelyn Fox as Park & Recreation Recording Secretary
Diane Hollenbach as Planning Commission Recording Secretary
Chris Kline as Emergency Management Coordinator – FEMA
Assistant Emergency Management Coordinator – FEMA – Vacant
Diane Hollenbach as Open Records Officer
Katelyn Fox as Alternate Open Records Officer
Diane Hollenbach as Recycling Coordinator
Colleen Donohue as School Crossing Guard
Mark Seidt and William Becker as Alternate School Crossing Guards
Beverly Guistwite as Cleaning Person
Operation Director – Vacant
Keith Shuman as Public Works Foreman

David Saint (CDL), Greg Wolfe as Heavy Equipment Operator.
Andrew Letsche as Light Equipment Operator w/CDL
Receptionist/Clerk/Typist/Zoning Secretary – Katelyn Fox
Seasonal Snow Plow Operators - David Brown, Tim Machemer, Mike Shirk, Jonathon Gracely
Personnel/Safety Committee; Keith Shuman, David Saint and Greg Wolfe
Hearing no questions on the motion, all members voted "Aye". Motion carried.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Claude Beaver, seconded by David Franke, to appoint Barbara Hassler as Real Estate and Amusement Tax Collector. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke to appoint Berks/Tax Claim Bureau as Delinquent Real Estate Tax Collector. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to appoint Diane Hollenbach as Township Representative to issue Amusement Permits. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by David Franke, seconded by Claude Beaver, to reappoint Karl Bolognese to the Maidencreek Township Authority Board with a term expiring on 12/31/19. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to reappoint Brad Pflum to the Maidencreek Township Planning Commission with a term expiring on 12/31/18. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Joseph Rudderow III, to reappoint Keith Shuman to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/18. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 8-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 8-2015 reappointing Jan Williams to the Zoning Hearing Board and Richard Wick as an Alternate . Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to set the rate of the Zoning Hearing Board Solicitor Kozloff Stoudt at $165/hr for a shareholder, $145/hr for associates and $100/hr for paralegal. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to appoint David Brown as the Vacancy Board Chairman. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 9-2015

A motion was made by Claude Beaver, seconded by Joseph Rudderow III, to adopt Resolution 9-2015 to appoint David Franke, Hether Quillman and Matt Davenport to the Joint Planning Commission with a term expiring 12/31/2015. Hearing no questions on the motion, the members voted, "Aye". Motion carried.

CAPITAL AUTHORIZATIONS, RESOLUTION 10-2015

A motion was made by David Franke, seconded by Claude Beaver, to designate VIST Bank, Fleetwood Bank, Affinity Bank, National Penn Bank and Metro Bank as depository for Township funds and VIST Bank for the collected taxes of the Maidencreek Township. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, 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 and

inclusion of $1,000 to cover the necessary changes. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to authorize any Supervisor to spend $2,500.00 for emergency situations and the Township Manager to spend $600 at any time for daily operational needs during 2015. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to authorize the Township Manger to purchase Security Bonds for 2015 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.

RESOLUTION 10-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 10-2015 appointing Kosmerl & Co. to audit the financial records of 2014. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to set the mileage rate at the IRS approved rate of $0.575 per mile. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Joseph Rudderow III, to authorize a spending limit of $1,000.00 at any time for daily operations needed during 2015 for the Road Master. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 11-2015

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 11-2015 authorizing the Blandon Ambulance Service to provide emergency medical service to Maidencreek Township. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 12-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 12-2015 authorizing the Blandon Fire Company to provide fire protection and emergency medical service to Maidencreek Township. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

APPOINT FIRE POLICE PERSONNEL

A motion was made by Claude Beaver, seconded by Joseph Rudderow III, to appoint personnel to the following positions:

Fire Police Captain – Floyd Richards
Fire Police Lieutenant – Teresa Franke
Fire Police Personnel – Daniel Miller, Sr.

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

RESOLUTION 13-2015

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 13-2015 Fee Schedule. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

Since there was no further business, a motion was made by David Franke, seconded by Claude Beaver, to adjourn the January 5, 2015 Reorganization Meeting at 7:40 pm. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

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Township Secretary, January 5, 2015