Maidencreek Township Board of Supervisors
Reorganization Meeting
January 5, 2015

Call Meeting to Order

Appoint a Chairperson Pro Tem and Recording Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2015.

Chairman Pro Tem to take roll call to determine a quorum.

PUBLIC COMMENT
Open the floor to any comments pertaining to the Reorganization of the Township.

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS FOR 2015
Motion to appoint the Chairperson of the Board of Supervisors.
Chairperson Pro Tem turns the meeting over to the appointed chairperson.
Motion to appoint the Vice Chairperson of the Board of Supervisors.

POSITIONS FILLED BY MEMBERS OF THE BOARD OF SUPERVISORS
Motion to appoint Board Members to fill the following positions in 2015:

Agricultural Security Area Representative	*(2014 Joseph RudderowIII)*
Township Road Master	*(2014 Claude Beaver)*
Northern Berks Regional Police Commissioner	*(2014 Claude Beaver)*
Northern Berks Regional Police Commissioner Alternate	*(2014 Diane Hollenbach)*
PSATS Convention Voting Delegate	

SET MONTHLY MEETING DATES AND APPROVE THE HOLIDAY SCHEDULE
Motion to set the monthly meeting as the 2nd Thursday of each month at 7:00 PM in the Maidencreek Township Municipal Building and approve the Holiday Schedule.

DESIGNATE PUBLICATION FOR ADVERTISEMENT OF PUBLIC NOTICES
Motion to designate the Reading Eagle as the publication for the advertisement of legal notices.

RESOLUTION 1-2015
Appoints Diane Hollenbach as Township Manager.

RESOLUTION 2-2015
Appoints a Solicitor to serve the Board of Supervisors, Planning Commission, and Park and Recreation Board and also sets an hourly rate. *Currently, our solicitor is Orlando Law Office.*

RESOLUTION 3-2015
Appoints a Township Engineering Consultant to serve the Board of Supervisors, Planning Commission, Park and Recreation and sets the hourly rate for each service. *Currently Systems Design Engineering, Inc.*

RESOLUTION 4-2015
Appoints Township Sewage Enforcement Officers and sets the hourly rate for those services. *Our primary SEO was Scott MCCaffrey of Systems Design Engineering, Inc.*

RESOLUTION 5-2015
Appoints a Zoning Officer, Building Code Official and Code Enforcement Officer. *Currently Systems Design Engineering, Inc.*

UNIFORM CONSTRUCTION CODE APPEALS BOARD
Authorize Maidencreek Township to participate in the Berks Countywide UCC Appeals Board.

RESOLUTION 6-2015
Appoints the Property Maintenance Appeals Board.

APPOINT PERSONNEL AND ADOPT RESOLUTION 7-2015 RATES OF PAY
Motion to adopt Resolution 7-2015 establishing Personnel Positions and Rates of Pay for 2015.
Motion to appoint personnel to the following positions:

Secretary/Treasurer *(currently Diane Hollenbach)*

Board of Supervisors Recording Secretary *(currently Johanna Mattera)*

Park & Recreation Recording Secretary *(currently Katelyn Fox)*

Planning Commission Recording Secretary *(currently Diane Hollenbach)*

Emergency Management Coordinator - FEMA *(Chris Kline)*

Assistant Emergency Management Coordinator - FEMA *vacant*

Open Records Officer *(currently Diane Hollenbach)*

Alternate Open Records Officer *(currently Katelyn Fox)*

Recycling Coordinator *(currently Diane Hollenbach)*

School Crossing Guard *(currently Colleen Donohue)*

Alternate School Crossing Guards *(currently Mark Seidt and William Becker)*

Cleaning Person *(currently Beverly Guistwite)*

Operations Director *(vacant)*

Public Works Foreman *(currently Keith Shuman)*

Heavy Equipment Operator *(currently David Saint(CDL), Greg Wolfe)*

Light Equipment Operator *(currently Andrew Letsche)*

Receptionist/Clerk/Typist (currently Katelyn Fox)

Seasonal Snow Plow Operator *David Brown, Tim Machemer, Mike Shirk, Jon Gracely*

Personnel/Safety Committee *(Keith Shuman, David Saint, Greg Wolfe)*

APPOINT TAX COLLECTION POSITIONS
Appoint personnel/professional collection firms to the following positions:

Real Estate, Amusement Tax Collector *(currently Barbara Hassler)*

Delinquent Real Estate Tax Collector *(County of Berks/Tax Claim Bureau)*

Township Representative to issue Amusement Permits *(currently Diane Hollenbach).*

APPOINT PERSONNEL TO BOARD POSITIONS

1. Motion to appoint _____ to the Maidencreek Township Authority Board with a term expiring on 12/31/19. (*Karl Bolognese would like to be reappointed*)

2. Motion to appoint _____ to the Maidencreek Township Planning Commission with a term expiring on 12/31/18. (*Brad Pflum would like to be reappointed.)*

3. Motion to appoint _____ to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/18. *(Keith Shuman would like to be reappointed)*

4. Resolution 8-2015 appointing members to the Zoning Hearing Board. *(Jan Williams wishes to be reappointed to the Board. Richard Wick would like to be appointed alternate)*

5. Motion 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.

6. Motion to appoint David Brown as the Vacancy Board Chairman.

7. Resolution 9-2015 to appoint the Joint Planning Commission with a term expiring 12/31/2015.

CAPITAL AUTHORIZATIONS, RESOLUTION 10-2015

1. Motion to designate the VIST Bank, Fleetwood Bank, Affinity Bank, National Penn Bank and Metro Bank as depository for all Township funds and VIST Bank for the collected tax funds of the Maidencreek Township Tax Collector.
2. Motion 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.
3. Motion to authorize any Supervisor to spend $2500.00 for emergency situations and the Manager to spend $600 at any time for daily operational needs during 2015.
4. Motion to authorize the Township Manager 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.
5. Motion to adopt Resolution 10-2015 authorizing the Board to appoint an independent auditor, Kosmerl and Company to audit the financial records of 2014.
6. Motion to set the mileage rate at the IRS approved rate of .575 per mile.

RESOLUTION 11-2015

Motion to adopt Resolution 11-2015 authorizing the Blandon Ambulance Service to provide emergency medical service to Maidencreek Township.

RESOLUTION 12-2015

Motion to adopt Resolution 12-2015 authorizing the Blandon Fire Company to provide fire protection and emergency medical service to Maidencreek Township.

APPOINT FIRE POLICE PERSONNEL

Motion to appoint personnel to the following positions:

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

RESOLUTION 13-2015

Motion to adopt Resolution 13-2015 Fee Schedule.

ADJOURNMENT OF REORGANIZATION MEETING

2015 Holiday Schedule

New Year's Day	January 1, 2015
Good Friday	April 3, 2015
Memorial Day	May 25, 2015
Independence Day	July 4, 2015
Labor Day	September 7, 2015
General Election Day	November 3, 2015
Thanksgiving Day	November 26, 2015
Day After Thanksgiving	November 27, 2015
Christmas Eve	December 24, 2015
Christmas Day	December 25, 2015
New Year's Eve Day	December 31, 2015

RESOLUTION NO 1-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING A TOWNSHIP MANAGER AND ESTABLISHING THE SALARY AND BENEFITS FOR 2015

WHEREAS, the Township of Maidencreek has enacted an Ordinance creating the office of Township Manager in accordance with the Second Class Township Code;

WHEREAS, the Maidencreek Township Board of Supervisors has the authority to appoint a person to fill the office of Township Manager in accordance with section 1301 (a) of the Second Class Township Code and section 3 of the Ordinance creating the office of Township Manager; and

WHEREAS, the Maidencreek Township Board of Supervisors has the authority to set the salary and benefits for the office of Township Manager in accordance with section 1301 (b) of the Second Class Township Code and section 5 of Ordinance creating the office of Township Manager;

NOW THEREFORE, in consideration of the above recitals, which are incorporated herein by reference, the Board of Supervisors of Maidencreek Township, Berks County, Pennsylvania, resolves as follows:

Section 1. Appointment of Township Manager

The Board of Supervisors of Maidencreek Township hereby appoints Diane Hollenbach to the office of Township Manger for Maidencreek Township for an indefinite term in accordance with Ordinance No. 209.

Section 2. **Salary and Benefits**

The salary for the office of Township Manager shall be set at $72,000 for the year 2015. All other benefits are set forth by the Employment Agreement attached as Exhibit A.

RESOLVED and ADOPTED by the Board of Supervisors of Maidencreek Township, Berks County, Pennsylvania, in lawful session duly assembled, this 5th January 2015.

TOWNSHIP OF MAIDENCREEK
BOARD OF SUPERVISORS

_____
David Franke

_____
Joseph E. Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

EMPLOYMENT AGREEMENT

The Employment Agreement ("Agreement") is made by and between The Township of Maidencreek Berks County Pennsylvania ("Employer")

AND

DIANE HOLLENBACH of 208 Blandon Meadows Parkway, Blandon, Pennsylvania, 19510 ("Employee").

BACKGROUND

WHEREAS Employer is a Second Class Township in Berks County PA; and,

WHEREAS Employer has enacted a Township Manager ordinance, Ordinance No. 209, in accordance with the Pennsylvania Second Class Township Code and believes it is in the best interest of the Township taxpayers at this time to retain the services of Employee in the position of Township Manager; and,

WHEREAS, Employee desires to accept this employment from Employer; and,

WHEREAS, Employer and Employee agree that, as Employer is governed by the Second Class Township Code, Act of May 1, 1933, P.L. 103, as amended, 53 P.S. SS 65101-67201 and 53 P.S. SS 66301 (the "Act") and this Employment Agreement shall not in any way effect the "at-will" status of Employee nor alter Employer's ability to terminate Employee at any time for any reason or for no reason, in accordance with the Second Class Township Code and/or the "at will" employment doctrine as interpreted in Pennsylvania.

NOW THEREFORE, INTENDING TO BE LEGALLY BOUND HEREBY, the parties desire to record the arrangements for such employment and option.

Background. The "WHEREAS" (premises) sections of this Agreement are incorporated herein by reference and made an integral part of this Agreement.

Duties. Employer hereby employs Employee and Employee hereby accepts the position of Township Manager of the Township of Maidencreek. Unless otherwise expressly agreed in writing, Employee shall discharge all duties and responsibilities as assigned and appointed by the Board of Supervisors from time to time including all those duties specified in the Township Manager ordinance enacted by Employer. Employee shall also discharge such other duties as appointed or assigned and shall follow all employee rules and regulations and any amendments or additions thereto, of Employer, keep the Board of Supervisors fully informed on a prompt and continuous basis with regard to the day to day operations of the Township, and perform such job functions and duties as detailed and directed by Employer from time to time, and as set forth in Township Ordinance No. 209, which ordinance sets forth the Township Manager duties and

responsibilities.

Compensation. Employer shall pay to Employee Seventy-two Thousand Dollars ($72,000.00) as employee's annual compensation. Nothing contained in this compensation paragraph shall alter the terms of Paragraph 4 entitled "Term", hereof. Any changes in annual compensation shall be set by resolution of the Board of Supervisors of Maidencreek Township.

Term. In accordance with the "'Act" and the ordinance enacted by the Township pursuant thereto, Employee is employed as an "at-will" employee and serves strictly at the pleasure of the Board of Supervisors. The employment relationship established herein may be terminated, by written notice as provided for herein, at any time for any reason or for no reason by either Employer or Employee.

Hours of Work. It is recognized that Employee will be expected to be present during regular office hours, **which are Monday to Wednesday from 7:00 am to 4:00 pm, Thursday from 7:00 am to 6:00 pm and Friday from 7:00 am to 11:00 am** and may be required devote time outside normal office hours to discharge the duties of this employment on behalf of the Employer.

Performance Evaluations, Performance Objectives, Training.

(a) Performance Evaluations. Employer may review and evaluate the performance of Employee at least once annually in advance of the adoption of the annual operating budget. Such review and evaluation shall be done in accordance with criteria developed jointly by the Employee and the Employer. The Employer shall provide Employee with a written description of its review and evaluation and provide an adequate opportunity for the Employee to discuss the evaluation. Employer may revise its evaluation and review after discussion with the Employee.

(b) Performance Objectives. Annually, Employee and Employer shall define performance objectives and goals that they determine necessary for the proper operation of the Township of Maidencreek and for the attainment of its policy objectives. Employer shall furthermore establish a relative priority among the various objectives.

(c) Training. Training and education programs for the Employee shall be provided by the Board of Supervisors at their discretion.

Suspension and Termination.

(a) Employer may suspend the Employee, with full pay and benefits, or otherwise place Employee on administrative or other involuntary leave of absence without the consent of Employee during an investigation.

(b) Nothing contained in this agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, as the parties hereto acknowledge that Employee is an employee at-will.

(c) A severance pay of six months shall be paid in accordance with normal and customary payroll schedule with other employees of the township in the event of involuntary termination of the Employee's service for any reason other than disciplinary action.

(c) In consideration of the terms hereof, if Employee voluntarily resigns his position, the Employee shall give Employer twenty-one (21) days advance notice.

(d) Resignation in good standing shall entitle Employee to a lump sum payment in their final paycheck equivalent to all such current and accrued vacation and personal days.

(e) If Employee becomes permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of three months, Employer shall have the option to terminate this agreement, subject to the severance provisions of this paragraph.

Vacation Days.

(a) The Employee shall be entitled to fifteen (15) days of vacation per year. The Board of Supervisors may increase the number of days by resolution at any time for a single year or permanently.

(b) Employee may carry over five (5) days of vacation per year.

(c) Upon retirement, resignation or termination of employment, Employee shall be paid for all unused and accrued vacation days and vacation earned for the following year, pro rated and rounded off to half day increments at their current rate of pay in their final paycheck.

Holidays and Personal Holidays. Employee is entitled to the holidays and personal holidays given to the Maidencreek Township Collective Bargaining Unit as stated in their most current Collective Bargaining Agreement.

Bereavement. The Employee shall be entitled to three (3) bereavement days for immediate family members, i.e. spouse, children, grandchildren, parents, spouse's parents.

Health and Hospitalization.

(a) The Employer shall provide Employee with dental and eye care benefits.

(b) The Employer will cover the full cost of the Employee enrolling in the Maidencreek Township Employees Health and Prescription Drug Insurance Plan *upon written request from the Employee.*

Life Insurance. The Employer shall purchase and maintain, subject to availability, a term life insurance policy on the life of Employee equivalent to the policy purchased for the Maidencreek Township Collective Bargaining Unit as stated in their most current Collective Bargaining Agreement. Employee shall be permitted to appoint the named beneficiary.

Disability Insurance. The Employer shall purchase and maintain long and short term disability through Standard Insurance Policy # 00640111 0001. The Board of Supervisors, by resolution, may make changes to the insurance policy and/or coverage as deemed necessary.

Pension Fund. Employee shall be allowed to participate in the pension plan maintained by Employer as provided for in the current Maidencreek Township Collective Bargaining Agreement, as set forth in Resolution 2000-18 and any amendments or additions thereto, for so long as Employee is employed by Employer.

Entire Agreement. This agreement supersedes all agreements, whether oral or written, previously made by the parties relating to its subject matter. There are no other understandings or agreements between the parties.

Non-waiver. No delay or failure by either party to exercise any right under this Agreement, and no partial or single exercise under it, shall constitute a waiver of that or any other right.

Headings. Headings used in this Agreement are for convenience only and shall not be used to interpret or construe its provision.

Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the Commonwealth of Pennsylvania.

Contract. Notwithstanding anything stated herein to the contrary, this Agreement shall not provide Employee with any expectation of continued employment with the Employer. This Agreement is governed by the "Act" and merely sets forth the compensation and benefits of employment while Employee is so employed and the payment which shall be due to Employee if he/she is terminated without cause by Employer and nothing more.

IN WITNESS WHEREOF and intending to be legally bound hereby the parties hereto have signed this Agreement the 5th day of January 2015.

THE TOWNSHIP OF MAIDENCREEK

_____
Chairman, Board of Supervisors

_____
Diane Hollenbach

RESOLUTION 2-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING THE SOLICITOR FOR THE MAIDENCREEK TOWNSHIP BOARD OF SUPERVISORS , PLANNING COMMISSION AND PARK AND RECREATION BOARD AND ESTABLISHING THE FEE SCHEDULE FROM JANUARY 5, 2015 THROUGH THE DATE OF THE REORGANIZATION MEETING TO BE HELD IN JANUARY OF 2016.

WHEREAS, it is the Board of Supervisors of Maidencreek Township desire to appoint a solicitor to serve at the pleasure of the Board Supervisors to perform services for the Board of Supervisors, the Planning Commission and the Park and Recreation Board of Maidencreek Township; and

WHEREAS, the Board of Supervisors of Maidencreek Township has the authority to appoint a person or firm to the position of Township Solicitor and determine their compensation in accordance with Article XI, section 1101 of the Second Class Township Code;

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, resolve as follows:

Section 1. Appointment of Township Solicitor

The Board of Supervisors of Maidencreek Township hereby appoints the law firm of ORLANDO LAW OFFICES to the office of Township Solicitor to serve at the pleasure of the Board in accordance with Article XI of the Second Class Township Code.

Section 2. Fee Schedule

The fees for the Township Solicitor for 2015 shall be:

Except as provided, all routine representation of the Township including attendance at meetings and court legal representation to be accomplished at the rate of $170 per hour of attorney time (including senior attorneys) billed in minimum increments

of two-tenth of an hour. Expenses, costs, filing fees, service fees, notary fees, advertising and similar disbursements are in addition to the hourly rate quoted as well as paralegal charges where appropriate. Paralegal rate shall be billed at $130 per hour on the same basis.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January, 2015A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph E. Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach, Secretary

RESOLUTION 3-2015

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING AN ENGINEERING CONSULTANT FOR THE BOARD OF SUPERVISORS, PLANNING COMMISSION AND PARK AND RECREATION BOARD AND ESTABLISHING THE FEE SCHEDULE FOR THE ENGINEERING CONSULTANT FROM JANUARY 5, 2015 THROUGH THE DATE OF THE REORGANIZATION MEETING TO BE HELD IN JANUARY OF 2016.

WHEREAS, it is the Board of Supervisors of Maidencreek Township desire to appoint an engineering consultant to serve at the pleasure of the Board of Supervisors to perform services for the Board of Supervisors, the Planning Commission and the Park and Recreation Board of Maidencreek Township; and

WHEREAS, the Board of Supervisors of Maidencreek Township has the authority to appoint a person or firm to the position of Township Engineer and determine their compensation in accordance with Article XII, section 1201 of the Second Class Township Code; and

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, resolves as follows:

Section 1. Appointment of the Township Engineer

The Board of Supervisors of Maidencreek Township hereby appoints the engineering firm of _____ to the office of Township Engineer to serve at the pleasure of the Board in accordance with Article XII of the Second Class Township Code.

Section 2. Fee Schedule

The fees for the Township Engineer from January 5, 2015 to the date of the Reorganization Meeting to be held in January of 2016 are hereby established as attached in Exhibit A.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled this 5th day of January, 2015A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

EXHIBIT A

RESOLUTION 4-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING THE SEWAGE ENFORCEMENT OFFICERS AND ESTABLISHING THE TOWNSHIP SEWAGE ENFORCEMENT OFFICER FEE SCHEDULE FROM JANUARY 5, 2015 THROUGH THE DATE OF THE REORGANIZATION MEETING TO BE HELD IN JANUARY OF 2016.

WHEREAS, in accordance with the Pennsylvania Sewage Facilities Act as amended, also known as Act 537, it is the power and duty of the Maidencreek Township Board of Supervisors to provide for the protection of the public health by preventing the discharge of untreated or inadequately treated sewage; and

WHEREAS, the Township of Maidencreek has enacted Ordinance 221, which authorizes the Township of Maidencreek in Article XI, section B, to appoint DEP certified Sewage Enforcement Officers to conduct investigations and inspections, review permit applications, issue or deny permits and do all other activities as may be provided for such a person in the Sewage Facilities Act, the rules and regulations promulgated in Ordinance 221 or any other ordinance adopted by Maidencreek Township; and

WHEREAS, it is the Board of Supervisors of Maidencreek Township desire to appoint Sewage Enforcement Officers to serve at the pleasure of the Board of Supervisors: and

WHEREAS, the Board of Supervisors of Maidencreek Township wishes to establish the fee schedule for the Maidencreek Township Sewage Enforcement Officers services from January 5, 2015 through the date of the Reorganization Meeting to be held in January of 2016.

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, resolves as follows:

Section 1. Appointment of Sewage Enforcement Officers

The Board of Supervisors of Maidencreek Township hereby appoints

Systems Design Engineering, Inc. to provide sewage enforcement for the Township of Maidencreek with the individuals listed on EXHIBIT A is appointed to act as Sewage Enforcement Officers for the township. All Sewage Enforcement Officers are authorized to perform sewage planning module soils eligibility testing and sign the false swearing statement.

Section 2. Fee Schedule

The fee schedule for the Maidencreek Township Sewage Enforcement Officers from January 5, 2015 through the date of the Reorganization Meeting to be held in January of 2016 shall be as listed on EXHIBIT B. The Sewage Enforcement Officer is authorized to collect fees and will deliver the fees to the Township on a regular basis with his activity report. Additional reimbursement for out of pocket expenses and administrative/unspecified services will be billed at cost. Travel will be billed at the prevailing IRS rate.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January, 2015A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

Exhibit A

Primary:	Scot McCaffrey – Certificate No. 03421
Alternate	Carl A. Wolfe, Jr. – Certificate No. 00944
Alternate:	Michael G. Pohronezny, Jr. – Certificate No. 00557
Alternate:	Thomas S. Unger – Certificate No. 02356
Alternate:	Keith Showalter – Certificate No. 01937
Alternate:	Mark A. Kitzmiller – Certificate No. 02420

Exhibit B

MAIDENCREEK TOWNSHIP
SEWAGE ENFORCEMENT FEES

SERVICES	FEES
Permit Application	$56.00
Field/Consultation	Hourly Rate
Investigation/Malfunction	Hourly Rate
Observe/Conduct Probes	56.00/Probe
Observe Percolation	168.00
Conduct Percolation	336.00
Design Review:	
Elevated Sand	84.00
Pressure Dosed	84.00
In-Ground	56.00
Drip Irrigation	112.00
Permit Issue/Deny	28.00
Inspection:	
Elevated Sand (4 @ $84.00)	336.00
In-Ground	168.00
Drip Irrigation	336.00
Reissue Expired Permit	112.00
Verify Prior Testing	112.00
Transfer Permit	28.00
Hourly Rate for Unspecified Work	56.00

1. The Sewage Enforcement Officer is authorized to perform sewage planning module soils eligibility testing and sign the false swearing statement.

2. The Sewage Enforcement Officer is authorized to collect fees and will deliver the fees to the Township on a regular basis with his activity report.

3. Additional reimbursement for out of pocket expenses and administrative/unspecified services will be billed at cost. Travel will be billed at the prevailing IRS rate.

Passed and adopted the _____ day of January, 2015.

_____
Chairman

_____

_____

_____
Secretary

Systems Design Engineering, Inc.
Engineers • Surveyors • Planners • Construction Managers

December 9, 2014

Maidencreek Township
1 Quarry Road, P.O. Box 319
Blandon, PA 19510

Attn: Board of Supervisors

Re: Proposal for Sewage Enforcement Officer Services – 2015

Dear Board Members:

Pursuant to the request of the Township, Systems Design Engineering, Inc. is pleased to provide the following proposal for Sewage Enforcement Officer services for the Township's consideration. For the first time since 2009, SDE finds it necessary to increase our hourly rate. The hourly rate has been increased by two dollars. This increase is reflected in each of the SEO services listed on the included fee schedule. Also, the construction inspection was increased by ½ hour per site visit to account for the time required to adequately perform those inspections. Please note, unreimbursed costs relating to SEO qualified activities are still eligible for up to 50% reimbursement of total cost by PADEP.

Section 8 of the Pennsylvania Sewage Facilities Act and §72.42, Chapter 72 Administration of Sewage Facilities Permitting Program, delegates the Township with the power and duty to establish a schedule of fees for the above referenced services.

In order to facilitate the reimbursement request filed annually with the Department of Environmental Protection, the following activity listing and accompanying fees for each activity are listed on the attached Fee Schedule. This format is suggested because it more closely relates the fees charged by the Township to form WQ-280 Section E, Schedule of Permit Fees which is filed as part of the reimbursement request. In this manner, the Township of Maidencreek will be more efficient in recouping funds expended to perform mandated work.

Procedurally, the applicant must arrange for the backhoe and complete the PA ONE CALL requirements as well as pay projected fees prior to the work being completed. Excavation of the percolation holes is the responsibility of the applicant, but can be provided as a service on an hourly-billing basis by Systems Design Engineering, Inc. An applicant checklist will be provided to assist the applicant in site development.

Similarly, all other services as may be ordered by the Township in regard to sewage enforcement work can be billed on an hourly rate basis.

Issuance or approval of a Sewage Permit by the SEO does not imply or guarantee operation for any period of time; however, we do insure the proper implementation of Act 537 administratively. Records relative to those services will be available for purposes of required audits to authorized agents.

The following is a listing of Sewage Enforcement Officers assigned to you.

Primary:	Scot McCaffrey – Certificate No. 03421
Alternate	Carl A. Wolfe, Jr. – Certificate No. 00944
Alternate:	Michael G. Pohronezny, Jr. – Certificate No. 00557
Alternate:	Thomas S. Unger – Certificate No. 02356
Alternate:	Keith Showalter – Certificate No. 01937
Alternate:	Mark A. Kitzmiller – Certificate No. 02420

If you agree with the information provided, please adopt this fee schedule at your next regularly scheduled meeting.

Very truly yours,

SYSTEMS DESIGN ENGINEERING, INC.

Thomas S. Unger, P.E.

TSU/sm

Cc: File #15-0019-0300

RESOLUTION 5-2015

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING A CONSULTANT AS THE ZONING OFFICER, CODE ENFORCEMENT OFFICER AND BUILDING CODE OFFICIAL AND ESTABLISHING THE FEE SCHEDULE FOR THE CONSULTANT FROM JANUARY 5, 2015 THROUGH THE DATE OF THE REORGANIZATION MEETING TO BE HELD IN JANUARY OF 2016.

WHEREAS, the Board of Supervisors of Maidencreek Township desire to appoint a consultant to act as a **Zoning and Code Enforcement Officer**, in accordance with section 614 of the Pennsylvania Municipalities Planning Code to administer the Maidencreek Township Zoning Ordinance of 1993 and any other ordinance adopted by Maidencreek Township; and

WHEREAS, the Board of Supervisors of Maidencreek Township desire to appoint a consultant to act as the **Building Code Official**, in accordance with Pennsylvania Construction Code Act and Regulations, to administer and enforce the Uniform Construction Code.

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, resolves as follows:

Section 1. Appointment of the Zoning and Code Enforcement Officer

The Board of Supervisors of Maidencreek Township hereby appoints _____ as the Township Zoning and Code Enforcement Officer to serve at the pleasure of the Board in accordance with section 614 of the Pennsylvania Municipalities Planning Code.

Section 2. Appointment of the Building Code Official

The Board of Supervisors of Maidencreek Township hereby appoints _____ as Township Building Code Official to serve at the pleasure of the Board in accordance with Pennsylvania Construction Code Act and Regulations.

RESOLVED and ADOPTED by the Supervisors of the Township of Maidencreek in lawful session duly assembled this 5th day of January, 2015 A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

RESOLUTION 6-2015

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING THE PROPERTY MAINTENANCE APPEALS BOARD.

WHEREAS, Maidencreek Township adopted the 2000 International Property Maintenance Code with Ordinance 179; and

WHEREAS, Section 111.2 of the 2000 Property Maintenance Code requires a means of appeal through a Board of Appeals composed of three members qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction; and,

WHEREAS, Section 111.21 of the 2000 Property Maintenance Code requires appointment of two or more alternates who shall be called upon to hear appeals during absence or disqualification of a member; and,

WHEREAS, the Board of Supervisors wishes to appoint members and alternates and set the term of office for each.

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, appoints as follows:

Section 1. Appointment of Property Maintenance Appeals Board Members

1. Brad Pflum as Property Maintenance Appeals Board Member with a term expiring on December 31, 2015.
2. Kevin Tobias as Property Maintenance Appeals Board Member with a term expiring on December 31, 2016.
3. Jonathon Gracely as Property Maintenance Appeals Board Member with a term expiring on December 31, 2017.

Section 2. Appointment of the Property Maintenance Appeals Board Alternates

1. _____ as Property Maintenance Appeals Board Alternate with a term expiring on December 31, 2016.
2. _____ as Property Maintenance Appeals Board Alternate with a term expiring on December 31, 2017.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this ____day of _____, 2015 A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

RESOLUTION NO. 7-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, AMENDING RESOLUTION NO.12-1996 AND ESTABLISHING THE FOLLOWING PERSONNEL CHANGES AND RATES OF PAY FOR EMPLOYEES FOR 2015.

WHEREAS, the Supervisors of the Township of Maidencreek wish to set the non union positions and rates of pay for 2015 ; and

WHEREAS, the Supervisors wish to restate the union positions and rates of pay as set forth in Article 31 of the Maidencreek Township Union Agreement;

NOW THEREFORE, in consideration of the above recitals, the Board of Supervisors of Maidencreek Township, Berks County, Pennsylvania, resolves as follows:

Section 1. Non Union Positions and Rates of Pay.

1. Road Master/Director of Public Works
   - Duties: Responsible for the maintenance and repair of Township roads. Perform the duties of Public Works Director at the request of the Board of Supervisors when the position is vacant.
   - Benefits: As determined by the Board of Supervisors
   - Rate of Pay: $29.10/hr.

   Seasonal Laborer (Part Time Seasonal Position)
   - Duties: Unskilled seasonal laborer to act as support laborer for full time employees.
   - Benefits: None
   - Rate of Pay: $8.00/hr./ .50 increase for each year of experience, over 1 year, with the Township.

2. Seasonal Snow Plow Operator (Part Time Seasonal Position)
   - Duties: Relief snow plow operator
   - Benefits: None
   - Rate of Pay: $16.50/hr. non CDL, $17.50/hr. CDL

3. Secretary/Treasurer
   - Duties: As defined in Second Class Township Code
   - Rate of Pay: $30.00/hr.

4. Maidencreek Township Recording Secretary

Per meeting position

Duties: Accurately record minutes of the monthly meetings of the Maidencreek Township Boards

Benefits: None

Rate of Pay: Board of Supervisors $150.00/meeting
Planning Commission $135.00/meeting
Park & Recreation $135.00/meeting

5. Emergency Management Coordinator (As Needed Position)

Benefits: Workman's Compensation

Rate of Pay: $23.00 /hr.

6. Planning Commission Members

Duties: Attend monthly meetings and additional Meetings, including meetings for revisions to Maidencreek Township Comprehensive Plan, Maidencreek Township Zoning Ordinance, and Maidencreek Township Subdivision and Land Development Plan.

Benefits: None

Rate of Pay $50.00/mo.

7. School Crossing Guard-school days only position.

Duties: Aid school children to cross Route 73 during the times of school days when they are entering onto school property (prior to school opening) and when they are leaving school property (after school closing). Open and close public restrooms as requested.

Benefits: None

Rate of Pay: $15.30/hr.

8. Cleaning Person (Weekly Part Time Position)

Duties: Clean all office areas, kitchen areas, the meeting room, hallway areas and bathrooms located in the Maidencreek Township Municipal Building, which are used by the Maidencreek Township Board of Supervisors and personnel, the Maidencreek Township Road Personnel.

Benefits: None

Rate of Pay: $15.50/hr.

9. Clerk (Part Time "As needed" position)

Duties: General office work, reception duties.

Benefits: None

Rate of Pay: $16.00/hr.

Section 2 Employees in Union Positions and Rates of Pay.

1. Foreman — Rate of Pay $24.97
2. Heavy Equipment Operator w/CDL — Rate of Pay $23.62
3. Heavy Equipment Operator — Rate of Pay $23.12
4. Light Equipment Operator — Rate of Pay $20.39
5. Light Equipment Operator/Mechanic or w/CDL — Rate of Pay $20.89
6. Part Time Equipment Operator — Rate of Pay $19.28
7. Receptionist/Clerk/Typist — Rate of Pay $18.29

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January 2015.

MAIDENCREEK TOWNSHIP
BOARD OF SUPERVISORS

Attest:

_____
David Franke

_____
Diane Hollenbach

_____
Joseph Rudderow III

_____
Claude Beaver

10-31-14

To,

MAIDENCREEK TOWNSHIP
BOARD OF SUPERVISORS

I'M VERY INTERESTED IN CONTINUING TO SERVE THE TOWNSHIP OF MAIDENCREEK. CURRENTLY SERVING ON M.T.A. BOARD FOR YEAR & HAFT. LEARNING THE OPERATIONS OF THE AUTHORY IS A GREAT EXPERIENCE.

I'M ASKING THE BOARD OF SUPERVISORS TO CONSIDER APPOINTING ME TO THE AUTHORY FOR ANOTHER TERM.

I THANK THE BOARD SUPERVISORS FOR ALL THIER DUTIES THEY PERFORM IN THE COMMUNITY.

GREAT JOB, KEEP UP THE GOOD WORK.

Raul A Bolognese

November 26, 2014

Maidencreek Board of Supervisors

Re: Planning Commission
Letter of Intent

Dear Board:

I would like to continue to serve as a member of the planning commission after my term expires this year. I have found the experience rewarding and educational thus far. I look forward to volunteering my time to my Township in the coming years.

Thank You,

Bradley A. Pflum

RESOLUTION 8-2015

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING A ZONING HEARING BOARD MEMBER AND ALTERNATE.

WHEREAS, pursuant to Article XV of the Second Class Township Code, the Maidencreek Township Board of Supervisors has the authority to plan for the development of the Township through zoning regulations under the Pennsylvania Municipalities Planning Code; and

WHEREAS, pursuant to Article IX of the Pennsylvania Municipalities Planning Code, the Maidencreek Township Board of Supervisors has the authority to appoint members of the board by resolution for a three year term, fixed so that the term of one member expires each year; and

WHEREAS, pursuant to Article IX of the Pennsylvania Municipalities Planning Code, the Maidencreek Township Board of Supervisors has the authority to appoint at least one, but not more than three residents of the Township to serve as alternate members of the board for a term of three years; and

WHEREAS, the Board of Supervisors of Maidencreek Township intends to appoint alternate and regular members of the Zoning Hearing Board;

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, appoints the following Zoning Hearing Board Members and Alternates:

Section 1. Appointment of Zoning Hearing Board Members

The Board of Supervisors of Maidencreek Township hereby appoints Jan Williams of 170 South View Road, Fleetwood, PA 19522 to the Zoning Hearing Board with a term expiring on December 31, 2017.

Section 2. Appointment of the Zoning Hearing Board Alternate

The Board of Supervisors of Maidencreek Township hereby appoints I Richard Wick of 509 East Wesner Road, Blandon, PA 19510 as a Zoning Hearing Board Alternate with a term expiring on December 31, 2017.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January, 2015 A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

November 9, 2014

Maidencreek Board of Supervisors
1 Quarry Road
Brandon, PA 19510

Supervisors,

As it is my belief that everyone should serve their community in some manner, I would like to continue my service on the Maidencreek Township Zoning Hearing Board. Thank you for your consideration.

Sincerely yours,

Jan A. Williams

484-651-3851 170 SOUTH VIEW ROAD, FLEETWOOD, PA 19522
JWILL44713@GMAIL.COM

December 12, 2014

Maidencreek Township
Board of Supervisors
1 Quarry Road
Box 319
Blandon, PA 19510

Dear Diane Hollenbach,

I would be interested in continuing to serve the Township of Maidencreek as a Zoning Hearing Board Alternate for another term.

Sincerely,

I. Richard Wick

I. Richard Wick

Address:
509 East Wesner Road
Blandon, PA 19510

Kozloff Stoudt
Attorneys

November 3, 2014

E-mail:
jlondon@kozloffstoudt.com

VIA FACSIMILE (610) 926-6314 AND
FIRST CLASS MAIL
Diane Hollenbach, Manager
Maidencreek Township
P.O. Box 319
Blandon, PA 19510

RE: Kozloff Stoudt Hourly Rates for 2015
Maidencreek Township ZHB

Dear Diane:

We understand that the Township will soon be finalizing its budget for its 2015 fiscal year. As such, we write to provide information as to our fee schedule for 2015.

Our services will be billed as follows for Zoning Hearings:

Shareholders:	$165.00 per hour
Associates:	$145.00 per hour
Paralegals:	$100.00 per hour

As always, we will provide a monthly itemized statement of all charges. Should you have any questions, please let me know.

We appreciate the Zoning Hearing Board's continuing confidence in our firm.

Very truly yours,

KOZLOFF STOUDT
Professional Corporation

Joan E. London

/JEL
cc: Daniel P. Becker, Managing Director

RESOLUTION 9-2015

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, APPOINTING THE JOINT PLANNING COMMISSION MEMBER.

WHEREAS, Maidencreek Township adopted Ordinance 222 for the purpose of entering into an Intergovernmental Cooperation Agreement with Fleetwood Borough and Richmond Township to plan, prepare and adopt a Joint Comprehensive Plan for the Municipalities; and

WHEREAS, the terms of the Intergovernmental Cooperation Agreement require the establishment of the Fleetwood Maidencreek Richmond Joint Planning Committee consisting of no more than three (3) members from each participating municipality, which shall perform the duties specified in the Intergovernmental Cooperation Agreement, and

WHEREAS, the term of office for the Fleetwood Maidencreek Richmond Joint Planning Committee ended on December 31, 2012 and new appointments must be made for the annual review of any adopted Joint Comprehensive Plan.

NOW, THEREFORE, in consideration of the above recitals, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, appoints the following people to the Fleetwood Maidencreek Richmond Joint Planning Committee Members with terms expiring 12/31/2015:

Name David Franke, Hether Quillman, and Matt Davenport

RESOLVED and ADOPTED by the Board of Supervisors of the Township of

Maidencreek in lawful session duly assembled, this 5th day of January, 2015 A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

Municipal Tax Sheet

Please return this form by Wednesday Jan. 7, 2015 to: A. Dennis Adams, CPA
Berks County Treasurer
Berks County Services Center
633 Court Street, 2nd Floor
Reading, PA 19601
FAX: 610-478-6621

61 Maidencreek Township
Dist. # **Municipality name**

Instructions for the table below:
COUNTY taxes will always appear on the first line of the bill. Please list ALL MUNICIPAL taxes/levies to be included on the March 1, 2015 Berks County tax bill. If your district has no local tax, note that here. Fill in the millage or rates used to calculate the 2015 taxes. Check the 'New' column if this is to be added for 2015. Check the 'Select' column if this tax/levy applies only to select parcels within your district.

Type of Tax/Levy	Millage(s)	Rate(s)	New	Select
Municipal	1.35			
Fire	.4		✓	

Tax Collector's Name: Barbara Hassler Email: _____

Work Mailing Address: 16 Adele Ave. Blandon PA 19510

Phone: 610 916 1902 Fax: _____

Mun. Secretary's Name: Diane Hollenbach Email: maidentwp@aol.com

Work Mailing Address: PO Box 319 Blandon PA 19510

Phone: 610 926 4920 Fax: 610 926 6314

I hereby certify the above information to be complete and correct. Also, this authorizes the County of Berks to bill back a proportionate amount of the cost of the tax bill forms and postage expense incurred on behalf of this municipality.

Signature: _____ Date: _____
(Elected Official)

Print Name Here: _____ Official Title: _____

Please note: Starting this year (2015), each municipality will receive a disc containing an Excel version of the bill data. In addition, the disc will contain the Duplicate Book in .pdf format, sorted four different ways – Ownership name, Street name, PROPID, and Mapped Pin. The disc is free of charge, and no printed copies will be provided. Paper copies of the Duplicate Book in various orders may be ordered through the tax collector, for a fee appropriate to the size of the municipality. ALL requests for additional items should be made by Wednesday, January 7, 2015.

COUNTY OF BERKS, PENNSYLVANIA
Office of the Treasurer

Services Center, 2nd Floor
633 Court Street
Reading, PA 19601-4318

Phone: 610.478.6640 ext. 5653
Fax: 610.478.6621
E-mail: dadams@countyofberks.com

A. Dennis Adams, CPA, *Treasurer*

Socrates J. Georgeadis, Esq., *Solicitor*

December 12, 2014

To All Municipalities;

Once again, the County of Berks Information Systems department will be printing the County/Municipal tax bills for the coming year. The printing cost of each tax bill to be shared equally between your district and the county will be the same as it was last year.

Also, all tax bills will go directly from the County Services Center to the post office and, therefore, your district, large or small, will share in the break in postage afforded by bulk mailing all 165,000 bills.

We are requesting that you complete the enclosed form giving the County the authority to bill your district for half the costs incurred in this tax billing and mailing process.

Please make sure to accurately complete the form noting the contact information for your municipal secretary as well as your tax collector. Any and all levies to be included on this tax bill must be included on this form.

Your prompt attention to this matter is appreciated. If your authorization is not received in a timely manner, no municipal tax will be included on the county tax bill for your district for the year 2015.

The information you certify will be communicated to the Berks County Assessment Office as well as the County of Berks Information Systems Department. Completing the "Total Millage" part of the form is very important as each year the Assessment Office uses this information to compile a Millage Rate Chart that is published in printed form as well as on the County of Berks/Assessment Office website. Therefore, accuracy counts!

If your district has "special levies or taxes" that do not apply to all parcels and require maintenance, please contact the County of Berks Information Systems department with any necessary changes no later than 12/31/14. Also if your district is enacting any new levies, contact Marty at 610-478-6175, extension 6181, immediately. Adding a new tax for your district will incur a one time set up fee of $1000.00 as well as a maintenance fee if the levy does not affect every parcel.

Kindly contact my office at 610-478-6640, extension 5648, with any questions you may have.

Sincerely yours.

A. Dennis Adams, CPA
Berks County Treasurer

BERKS COUNTY ASSESSMENT OFFICE

Brenda S. Shaw, C.P.E. – Acting Director of Real Estate
Berks County Services Center 633 Court Street Third Floor Reading, PA 19601 (610) 478-6262
www.co.berks.pa.us

December 9, 2014

Re: Duplicate Printing.

Dear Municipal Secretary

This is a follow-up reminder to the letter Duane Rashlich sent earlier this year wherein he advised you that in order to be environmental friendly and reduce costs, our office is making some changes to the duplicate process for the future years.

With that thought in mind, beginning next year, the duplicate for your taxing district will be furnished to you on a CD only. There are two types of files contained on the CD. One file type is the duplicate file in PDF format, which is in alphabetical listing, by owner, and includes all of the information found in the previously printed duplicate. The second type of file is the duplicate file in excel format. This excel file will afford you the opportunity of manipulating the data to produce custom listings or reports based on your needs, sorted as you desire.

The bottom line is by simply providing you with a CD; it will be cost effective for everyone in the long run. We no longer have to deal with the reams of paper required to produce the duplicates along with the manpower to print, sort and deliver the 150 copies throughout the County. Utilizing the CD will provide you with a more useful tool in researching properties within your taxing district and promote a smooth transition for 2015.

Sincerely,

Brenda S. Shaw, C.P.E.
Acting Director of Real Estate

BSS:klr

RESOLUTION NO. 10-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, AUTHORIZING THE APPOINTMENT OF A CERTIFIED OR COMPETENT PUBLIC ACCOUNTANT OR FIRM OR CERTIFIED OR COMPETENT PUBLIC ACCOUNTANTS TO EXAMINE THE ACCOUNTS OF THE TOWNSHIP FOR THE FISCAL YEAR 2014 AND THE TOWNSHIP TAX COLLECTORS BOOKS FOR THE YEAR 2014.

WHEREAS, the Pennsylvania Second Class Township Code of the Commonwealth of Pennsylvania, Section 917 permits the Supervisors of a Township of the second class to appoint a certified or competent public accountant to fill the position of elected Township Auditors: and

WHEREAS, the Board of Supervisors believes that it is in the best interest of Maidencreek Township to have an independent certified public accounting firm perform the yearly audits of the Township's accounts.

WHEREAS, it is the intent of Maidencreek Township to appoint an independent certified public accounting firm to the office of Township Auditor for fiscal year 2013 and thereafter as requested and reappointed by the Board of Supervisors.

NOW, THEREFORE, be it resolved by the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, and it is hereby resolved by the authority of the same as follows:

SECTION 1. The Board of Supervisors of Maidencreek Township hereby authorize the appointment of Kosmerl & Company, a certified or competent accounting firm to the position of Maidencreek Township Auditor, to examine all accounts of the Township for fiscal year 2013 and thereafter as requested and reappointed by the Board of Supervisors.

SECTION 2. The appointment of said accounting firm to Township Auditor is made pursuant to Section 917 of the Pennsylvania Second Class Township Code, as amended.

SECTION 3. All resolutions or parts of resolutions inconsistent with this Resolution are hereby repealed insofar, but only insofar, as the same are inconsistent herewith.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, in lawful session duly assembled, this 5th day of January 2015.

BOARD OF SUPERVISORS
MAIDENCREEK TOWNSHIP
BERKS COUNTY, PA

_____
David Franke

_____
Joseph Rudderow III

_____
Claude Beaver

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

Attest:

_____
Township Secretary

MAIDENCREEK TWP SUPERVISORS
TOWNSHIP SECRETARY
PO BOX 319
BLANDON, PA 19510

{ No.0000429417 Page 1 of 1

Proof of Publication of Notice in Reading Eagle

Under Act No. 587, Approved May 16,1929.

Commonwealth of Pennsylvania,
County of Berks } SS:

Lynn Schittler, Assistant Secretary, READING EAGLE COMPANY, of the County and Commonwealth aforesaid, being duly sworn, deposes and says that the READING EAGLE established January 28, 1868 is a newspaper of general circulation published at 345 Penn Street, City of Reading, County and State aforesaid, and that the printed notice or publication attached hereto is exactly the same as printed and published in the regular edition and issues of the said READING EAGLE on the following dates, viz.:

Reading Eagle Monday, November 03, 2014, A.D.

Affiant further deposes that this person is duly authorized by READING EAGLE COMPANY, a corporation, publisher of said READING EAGLE, a newspaper of general circulation, to verify the foregoing statement under oath, and affiant is not interested in the subject matter of the aforesaid notice or advertisement, and that all allegations in the foregoing statements as to time, place, character of publication are true.

Lynn Schittler

Lynn Schittler

Sworn to and subscribed before me on this day of November 03, 2014

Ann L Liptak

Notary

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
Ann L. Liptak, Notary Public
City of Reading, Berks County
My Commission Expires Oct. 2, 2016

MAIDENCREEK TOWNSHIP ANNUAL NOTICE OF CONTRACT WITH A CPA

The Maidencreek Township Board of Supervisors is providing notice to the public as required by Section 917 of the Second Class Township Code that they have again contracted with a certified Public Accountant to perform the annual Township audit in lieu of the elected auditors.

Diane Hollenbach,
Manager
Maidencreek Township

Kosmerl & Company P.C.
A Professional Corporation
Certified Public Accountants

MEMBERS
PA INSTITUTE OF CPA'S

535 North 5th St.
Reading, PA
19601-3005

(610) 372-5815
FAX (610) 372-8466
k.cpas@kosmerl.net

ENROLLED TO PRACTICE BEFORE
U.S. TREASURY DEPARTMENT
PA DEPT. OF REVENUE

September 25, 2014

The Board of Supervisors & Management
Maidencreek Township

Ladies and Gentlemen:

We are pleased to confirm our understanding of the services we are to provide for Maidencreek Township for the year ended December 31, 2014. We will audit the Commonwealth of Pennsylvania Audit and Financial Report (Form DCED-CLGS-30) of the Maidencreek Township accounts as of and for the year ended December 31, 2014.

We understand that the financial statements will be presented under the guidelines of the Commonwealth of Pennsylvania Annual Report of Municipalities.

Audit Objective

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with the cash basis of accounting. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinion on the financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the Form DCED-CLGS-30 (your financial statements) and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statements and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Maidencreek Township and the respective changes in financial position in conformity with the guidelines of the Commonwealth of Pennsylvania Annual Report of Municipalities. You are responsible for including all informative disclosures that are appropriate for Maidencreek Township in conformity with the guidelines of the Commonwealth of Pennsylvania Annual Report of Municipalities.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are also responsible to notify us in advance of your intent to print any of our reports, in whole or in part, and to give us the opportunity to review any printed material containing our report before its issuance.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

We have no discretionary authority or control in making decisions regarding operation or administration of Maidencreek Township and are not a fiduciary in regard to Maidencreek Township in the performance of our services. You have the ultimate discretion in regard to any choices to be made in regard to Maidencreek Township.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the Organization and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we may perform tests of Maidencreek Township's compliance with provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

The audit documentation for this engagement is the property of Kosmerl & Company, P.C. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the Commonwealth of Pennsylvania and/or the Pennsylvania Department of Community and Economic Development or their designees for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Kosmerl & Company, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

We understand that your employees will locate invoices selected by us for testing.

Our proposed fees for these services will be $ 4,900.00. This quote is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a mutually agreeable settlement.

Failure to deliver the completed DCED audit report of the 2014 Maidencreek Township financial records to the Maidencreek Township office by March 31, 2015 will give rise to the Township withholding payment of a sum equivalent to 1 percent of the total contract price as a penalty.

John C. Kosmerl is the engagement partner and is responsible for supervising the engagement and signing the report.

Our audit engagement will end upon the delivery of our audit report to you, unless circumstances described earlier cause us to not issue a report.

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to Maidencreek Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign all enclosed copies and return one of them to us in the enclosed self-addressed stamped envelope.

Sincerely yours,

Kosmerl & Company, P.C.

KOSMERL & COMPANY, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

RESPONSE:

Signed: D J K Franke

Title: Chairperson

Signed: Diane Hollenbach

Title: Township Manager

To receive your township's liquid fuels payment by March 1, you must file the 2014 Survey of Financial Condition by February 11.

This and That...

Be sure to check this section each month, where you will find important reminders and information about upcoming events.

- **Supervisors to receive *Bulletin* electronically as expanded member service —** Starting with the January issue, PSATS will email a copy of the PSATS *News Bulletin* to ***every member township supervisor*** that has an email address on record. This is a new, value-added service for our members. In addition, any member may continue to subscribe to receive hard copies of the *Bulletin* delivered to their doorstep for $25 a year.
- **2014 Survey of Financial Condition must be filed by February 11 —** The state Department of Community and Economic Development has announced that the 2014 Survey of Financial Condition form must be submitted by February 11, 2015 to ensure that townships receive their state liquid fuels payments by March 1, 2015. A late filing will result in delayed payment.

  Please note that this is contrary to the initial information that DCED sent to all municipalities, which indicated that the 2013 report would be used to qualify for 2015 liquid fuels payments and that the deadline for the 2014 report would remain March 15.

  Townships with questions should contact the Governor's Center for Local Government Services toll-free at (888) 223-6837.
- **IRS mileage rate increasing for 2015 —** The Internal Revenue Service recently announced that the current standard business mileage rate of 56 cents per mile will increase to 57.5 cents per mile effective January 1, 2015. Township supervisors may implement this change by motion at a public meeting.
- **L&I establishes 2015 bid limits** — The state Department of Labor Industry recently announced that the minimum purchase amount that requires the advertisement for bids will increase **from $19,100 to $19,400** on January 1, 2015. In addition, the minimum purchase amount for telephone quotes will increase **from $10,300 to $10,500** for 2015.

  These increases are due to Act 84 of 2011, which requires L&I to adjust these amounts. The rate increases were officially advertised in the December 13, 2014, edition of the *Pennsylvania Bulletin*.
- **2015 tax chart, legal advertising requirements released —** The 2015 PSATS Employer-Employee Tax Chart and 2015 PSATS Legal Advertisement Requirements are available by logging onto the members-only section of **www.psats.org** and choosing "Administrative Info" under "Member Resources." **Note:** Township secretaries will receive a copy of the tax chart and the advertising requirements with this issue of the *News Bulletin*.
- **Summer Food Service Program available** — The Summer Food Service Program provides nutritious meals to families with children in low-income areas during the summer months through the state Department of Education. Townships can participate in the SFSP and bring federal dollars into their community. Participants will be reimbursed for each meal served to a child through the program. Visit **www.education.state.pa.us/sfsp** for more information or contact Mary Ringenberg at (717) 783-6501 or **mringenberg@pa.gov**.
- **Certified Local Government Grant s available —** The Pennsylvania Historical and Museum Commission is accepting applications for the Certified Local Government Grant Program for 2015. The program supports planning, program administration, and survey activities in CLG communities. For more information, visit **www.phmc.state.pa.us**, select "Historical Preservation," and check on "Grants & Funding."

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and follow us on Twitter @PSATS!

RESOLUTION 11-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, AUTHORIZING THE BLANDON COMMUNITY AMBULANCE ASSOCIATION TO PROVIDE EMERGENCY MEDICAL SERVICE FOR THE PROPERTIES AND PERSONS OF MAIDENCREEK TOWNSHIP FOR 2015.

WHEREAS, it is the intention of the Board of Supervisors of Maidencreek Township to insure the public safety of the residents of Maidencreek Township in the area of emergency medical transport service for 2015.

NOW, THEREFORE, be it resolved by the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, and it is hereby resolved by the authority of the same as follows:

The Blandon Community Ambulance Association is authorized to provide such services to the municipality as may be necessary for the protection of the health and welfare of persons located within the Township of Maidencreek and respond to out-of-jurisdiction calls that include but are not limited to the prevention of loss of life and response to medical emergencies for 2015.

All resolutions or parts of resolutions inconsistent with this Resolution are hereby repealed insofar, but only insofar, as the same are inconsistent herewith.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January, 2015 A.D.

_____
David Franke

_____
Joseph E. Rudderow III

_____
Claude Beaver

Attest:

_____
Diane Hollenbach

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

RESOLUTION 12-2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, AUTHORIZING THE BLANDON VOLUNTEER FIRE COMPANY NO 1 TO PROVIDE FIRE PROTECTION SERVICE FOR THE PROPERTIES AND PERSONS OF MAIDENCREEK TOWNSHIP FOR 2015.

WHEREAS, it is the intention of the Board of Supervisors of Maidencreek Township to insure the public safety of the residents of Maidencreek Township in the area of fire protection for 2015.

NOW, THEREFORE, be it resolved by the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, and it is hereby resolved by the authority of the same as follows:

1. The Blandon Volunteer Fire Company is authorized to provide such services to the municipality as may be necessary for the protection of property and persons located within the Township of Maidencreek and respond to out-of-jurisdiction calls that include but are not limited to the extinguishment and prevention of loss of life and property from fire and also the extinguishment and prevention of fires associated with but not limited to automobile accidents, medical emergencies, hazardous materials incidents and other situations which require fire fighting for 2015.

2. The agreement of Blandon Fire Company No. 1 to provide services as set forth herein is evidenced by its letter delivered to the Township and attached to this Resolution as Exhibit A and incorporated as if fully set forth herein.

3. All resolutions or parts of resolutions inconsistent with this Resolution are hereby repealed insofar, but only insofar, as the same are inconsistent herewith.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January, 2015 A.D.

_____
David Franke

_____
Joseph E. Rudderow III

Attest:

_____
Claude Beaver

_____
Diane Hollenbach

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

EXHIBIT A

Blandon Fire Company No. 1
PO Box 139
Blandon, PA 19510

December 22, 2015

Dear Mr. Miller,

The purpose of this letter is to set forth the agreement of Blandon Fire Company No. 1 ("the Company") to provide fire fighting services to Maidencreek Township as follows: the Company will provide emergency fire service to the municipality as may be necessary for the protection of property and persons located within the Township of Maidencreek and respond to out-of-jurisdiction calls. Duties include but are not limited to: the extinguishment and prevention of loss of life and property from fire, the extinguishment and prevention of fires associated with, but not limited to, automobile accidents, medical emergencies, hazardous materials incidents and other situations that require fire fighting, and adequate training of its membership as required by Federal, State and Local Government agencies.

The Township will provide the following:

1. a fire tax of .4 mills to cover expenses allowed by the Second Class Township Code,
2. fuel,
3. insurance coverage on the Company's vehicles,

The Company shall provide on a monthly basis the following:

1. copy of bills attached to a reimbursement request to be paid in accordance with the Second Class Township Code,
2. a copy of the Company's Treasurer's Report that was presented to the last meeting of the Company's membership,
3. a list of members active within the Company that month,
4. a call report which includes all incidents responded to and training completed,
5. the mileage and general condition of each vehicle insured by the Township,
6. gallons of gas taken from the Township fuel tanks for each vehicle.

Very truly yours,

Date: _____

_____
Diane Hollenbach, Manager
Maidencreek Township, Berks County, Pennsylvania

BY: _____
Daniel L. Miller, Chief
Blandon Fire Company No. 1

RESOLUTION 13 -2015

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF MAIDENCREEK, BERKS COUNTY, PENNSYLVANIA, ESTABLISHING A COMPREHENSIVE FEE SCHEDULE FOR MATTERS COMING BEFORE THE BOARD OF SUPERVISORS AND FOR THE ESTABLISHMENT OF MISCELLANEOUS FEES FOR ADMINISTRATIVE EXPENSES OF THE TOWNSHIP REPEALING AND REPLACING RESOLUTIONS 13-2014.

WHEREAS, the Maidencreek Township Subdivision and Land Development Ordinance No. 135 adopted November 23, 1992, vests in the Board of Supervisors the authority to establish and promulgate a schedule for fees for subdivision and land development applications; and

WHEREAS, the Maidencreek Township Zoning Ordinance of 1993 as amended vests in the Board of Supervisors the authority to establish and promulgate a schedule of fees for zoning applications including but not limited to conditional use, rezoning, special exception and variances; and

WHEREAS, Maidencreek Township Ordinance No. 196, adopted June 17, 2004 vests in the Board of Supervisors the ability to establish a schedule of fees for building and zoning permits; and

WHEREAS, Maidencreek Township wishes to make available to the general public for purchase, zoning books, maps, recycling bins and similar items purchased by the Township; and

WHEREAS, Maidencreek Township wishes to establish fees for the use of parks, playgrounds, pavilions and athletic fields, which will offset the cost of maintenance of these facilities per Article XXII of the Second Class Township Code;

WHEREAS, Maidencreek Township desires to revise Resolution 13-2014 to reflect fees that cover the cost of enforcing Township Ordinances.

NOW, THEREFORE, in consideration of the above recitals, which are incorporated herein by reference, the Board of Supervisors of the Township of Maidencreek, Berks County, Pennsylvania, resolves as follows:

Section 1. Subdivision and Land Development Review Fees

The Board of Supervisors of Maidencreek Township adopts the following fee schedule for review of subdivision plans:

A. Sketch Plans reviewed by the Township Consultants	$500.00
B. Preliminary Plans	
1.Plans with 1 to 15 lots or dwelling units	$1,500.00

2.Plans with more than fifteen lots or dwelling units $1,500.00 plus $150 per lot or dwelling unit in excess of 15 lots or dwelling units.

C. Final Plans

1.Plans with 1 to 15 lots or dwelling units $1,500.00

2.Plans with more than fifteen lots or dwelling units $1,500.00 plus $150 per lot or dwelling unit in excess of 15 lots or dwelling units.

D. All review fees for each plan are due at the time the plan is filed. If the correct fee is not paid, the filing is not complete and all plans will be returned to the Applicant.

E. Fees paid to the Township, which are not used for the cost of reviewing the Subdivision and/or Land Development Plan will be returned to the Applicant along with an account history detail showing how the review fee was disbursed from the time of plan submittal until the recording or withdraw of the plan.

F. Should the review fees for all reasonable and necessary expenses of the Maidencreek Township professional consultants in reviewing the subdivision and/or land development plan exceed the amount of the plan review fee which the Applicant paid to the Township upon submittal of the plan, the Applicant shall pay the Township, within 20 days of request, the additional required fees to continue the plan review. If the additional fees are not received within the 20 day period, the Township may suspend the review of the plan until such time as the fees are received.

G. The Applicant shall pay separately all outside agency fees required for the review of the plan, including but not limited to the Berks County Planning Commission, Pennsylvania Department of Transportation, Pennsylvania Department of Environmental Protection and the Berks County Conservation District.

Section 2. Zoning Applications

The Board of Supervisors of Maidencreek Township hereby adopts the following fee schedule for hearings before the Zoning Hearing Board, Property Maintenance Appeals Board or Maidencreek Township Board of Supervisors:

A. Special Exception

1.In a Residential Zone or for any Residential Use in a Non-residential Zone $1,200.00

2.Non-residential Zone for Non-residential use $1,500.00

B. Variance

1. In a Residential Zone or for any Residential Use in a Non-residential Zone $1,200.00
2. Non-residential Zone for Non-residential use $1,500.00

C. Conditional Use $1,500.00

D. Rezoning $2,000.00

E. Property Maintenance Appeal $1,200.00

F. Curative Amendment $2,000.00

G. Each application for a hearing before the Zoning Hearing Board, Property Maintenance Appeals Board or Board of Supervisors shall be filed with the Township Secretary and include the applicable fee. The fee shall be used to pay for costs associated with the hearing including but not limited to advertising, certified mailing, stenographer service, and professional consultant fees.

H. Fees paid to the Township, which are not used for the cost of the hearing, will be returned to the Applicant along with an account history detail showing how the fee was disbursed.

Section 3. Building and Zoning Permits

The Board of Supervisors of Maidencreek Township hereby repeals Resolution 19-2005 and adopts the following fee schedule for permits and inspections in the administration of the Pennsylvania Uniform Construction Code and the Maidencreek Township Zoning Ordinance:

A. Plan Review

1.New Residential less than 1200 sq. ft.	$150.00
2.New Residential greater than 1200 sq. ft.	$200.00
3.Residential Renovations	$50.00 plus $5.00 per $1,000.00 of estimated cost ($200.00 maximum)
4. Non-Residential-New Buildings and Additions	$200.00 plus $.05 per sq. ft. for each sq. ft. over 2,000 sf
5.Non-residential Renovations, Alterations	$50.00 plus $6.00 per $1000.00 of estimated cost
6.Manufactured Housing, In ground Pools, Decks And Miscellaneous Structures	$65.00
7.Additional Reviews (Billed per hour)	$45.00/hr.
8.Accessibility Review project cost up to $100,000	$200.00
9.Accessibility Review project cost over $100,000	$300.00

B. Inspections/Permits/Licenses

1.New Buildings & Additions	
a)Residential	$ 50.00 plus $0.25 per sq. ft. of usable floor area
b)Residential Accessory Structures (without mechanical, electrical, plumbing)	$ 50.00 plus $0.20 per sq. ft of usable floor area
c)Non-Residential, Commercial, Industrial	$100.00 plus $0.32 per sq. ft. of usable floor area
2.Renovations, Alterations (includes building, plumbing, mechanical & electrical)	$ 50.00 plus $18 per $1,000 of estimated cost
3.Accessibility Inspection	$ 75.00 per hour
4.Demolition	
a)Residential	$200.00
b)Non-residential	$300.00
5.Plumbing Permit	
a)Residential	$ 50.00 fee plus $7.50 for each fixture
b)Non-residential	$100.00 fee plus $5.00 per $1,000.00 of estimated cost
6. Residential Sprinkler System	$ 50.00 plus $2.00/sprinkler
7. Non-Residential Fire Protection	
a) Sprinkler System	$ 50.00
b) Charge per Head	$ 1.00
c) Standpipe System	$100.00
8. Water Service Inspection	$ 75.00
9. Sewer Service Inspection	$ 75.00
10. Mechanical	
a) Residential	$ 50.00 fee plus $7.50 for each fixture
b) Non-residential	$100.00 fee plus $5.00 per $1,000.00 of estimated cost
11. Electrical	
a) Residential Inspections (Rough, Final)	$150.00

b) Residential Service	$ 75.00
c) Non-residential Inspections	$100.00 fee plus $5.00 per $1,000 of estimated cost
d) Non-residential Service 400 Amp or less	$100.00
e) Non-residential Service over 400 Amp to 1,000 Amp	$150.00
f) Non-residential Service over 1,000 Amp	$200.00
12. In ground Pool Permit includes:	$391.25
a)Plan Review ($65.00)	
b)Zoning ($25.00)	
c)Bldg. Permit ($50.00)	
d)Use & Occupancy ($25.00)	
e)2 Inspections ($100.00)	
f)Electrical Inspections ($75.00)	
g)Administrative Fee ($47.25)	
h)State Fee ($4.00)	
13.Aboveground Pool Permit	$201.50
a)Zoning ($25.00)	
b)Bldg. Permit ($50.00)	
c)Use & Occupancy ($25.00)	
d)1 Inspection ($75.00)	
e)Administrative Fee ($22.50)	
f)State Fee ($4.00)	
14.Decks & Patios 30 inches or higher	$ 50.00 plus $.10 per sq. ft.
15.Signs	
a)Residential	$ 15.00
b)Non-Residential, Commercial, Industrial	
1.Less than 10 sq. ft.	$ 30.00
2.Greater than 10 sq. ft.	$ 50.00 plus $.10 per sq. ft.
3.Billboards (includes footer, electrical svc. & final inspections)	$165.00 plus $.10 per sq. ft.
16.Building Permit/Applications	$ 35.00
17.Zoning Permits	
a)Agricultural & Residential	$ 25.00

b)Non-Residential	$ 50.00
17.Use & Occupancy Permit	
a)Agricultural & Residential	$ 25.00
b)Non-Residential	$ 50.00
c)Industrial	$100.00
18.Stormwater Permit	
a) Residential	$100.00
b) Residential Plan Review	$100.00
c) Residential Inspection (includes 1)	$ 75.00
d) Non-Residential	$150.00
e) Non-Residential Plan Review	$150.00
f) Non-Residential Inspection (includes 1)	$115.00
19.Additional Fees – as applicable	
a) Failed or Additional Inspections	$110.00 each
b) Site Meeting or Site Visit	$110.00 each
c) Hourly Rate for Specified Work	$ 55.00/hour
20.UCC Training Charge	$ 4.00 per building permit
C. Amusement Permits	$ 1.00
D. Compost Permits	$ 50.00
E. Peddler's Permits	$ 25.00
F. Handicap Parking Application/Renewal	$ 25.00
G. Annual Cell Tower Permit Fee	$250.00
H.	

Notes

1. Usable Floor Space is defined as areas within a structure designed for use by occupants, whether finished or unfinished including basements, garages, attics with average ceiling height greater than six feet.
2. Building permit fee schedule includes the cost for all required inspections. Failed or additional inspections will be billed an additional charge of $65.00 per hour Residential, or $75.00 per hour Non-residential, which will be paid prior to issuance of the Use and Occupancy Permit.
3. If no new buildings or additions are involved, the plumbing, mechanical and electrical permit fees shall be in accordance with Renovations, Alterations.

4. Rough plumbing, rough mechanical and framing inspections are assumed to be performed concurrently.
5. Certain commercial/industrial inspections may require permitting and inspection by the Department of Labor and Industry.
6. In accordance with Act 157 of 2006, a $4.00 State charge will be added on every permit issued.
7. A local municipal fee of 15% will be charged on each building permit to cover administrative costs.
8. Accessory structures with a building area of less than 500 sq. ft., agricultural buildings, and manufactured or industrialized housing (except on-site construction i.e. foundation, basement and utility connections) do not require a building permit. They do require a zoning permit.

Section 4. Items Purchased By the Township Available For Purchase

A. Photocopies	$0.25 per page
B. Postage	Actual Cost
C. Certification of documents as "True and Correct"	$2.00 per certification
D. Zoning Book with Map	$15.00
E. Zoning Map	$5.00
F. Subdivision and Land Development Book	$15.00
G. Comprehensive Plan	$25.00
H. Storm Water Management Ordinance No. 200	$15.00
I. Recycling Bin	$10.00
J. Recycling Bin Wheel Kit	$12.00

Section 5. Park and Recreation Fees

A. Pavilion Rental Non-resident	Comm Pk $100.00/day	Fire Co $50.00/day
Pavilion Rental Resident	Comm Pk $ 50.00/day	Fire Co $25.00/day
B. Concession Rental	5% profits for season or $ 50.00/day for individual use	
C. Athletic Field - field usage charges per season – 12 week maximum		
Without lights(Comm Pk fields – soccer 2, ballfield 2, Ont Hts- 1field)		$100.00
With lights (Blandon- 1 field)		$150.00
Rental by the day		$10 no lights, $25 with lights
D. Township Meeting Room Non-resident or for profit event		$50.00/day

E. Township Equipment (tents, tables, chairs, hot-dog roller) $50

F. Half of the rental fee will be returned to the renter of the concession stand and for Township Equipment if after inspection by the Township everything was returned to the way it was prior to the rental, clean and in working order.

RESOLVED and ADOPTED by the Board of Supervisors of the Township of Maidencreek in lawful session duly assembled, this 5th day of January, 2015 A.D.

Board of Supervisors
Maidencreek Township
Berks County, Pennsylvania

_____
Joseph Rudderow III

Attest:

_____
Claude Beaver

_____
Diane Hollenbach

_____
David Franke