Maidencreek Township Board of Supervisors
Reorganization Meeting
January 7, 2019

Attendance: Joseph Rudderow III, Claude Beaver, Heidi Fiedler, Diane Hollenbach – manager
Guests: Keith Shuman

The meeting was called to order at 9:00 a.m.

A motion was made by Joseph Rudderow III to appoint Diane Hollenbach Chairperson Pro Tem and Recording Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

All members were present and a quorum was established.

PUBLIC COMMENT - None

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS FOR 2019
A motion was made by Joseph Rudderow III to appoint Claude Beaver Chairperson of the Board of Supervisors for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously. Diane Hollenbach turned the meeting over to Mr. Beaver.

A motion was made by Joseph Rudderow III to appoint Heidi Fiedler the Vice Chairperson of the Board of Supervisors for 2019. Claude Beaver seconded the motion and hearing no questions on the motion, it passed unanimously.

POSITIONS FILLED BY MEMBERS OF THE BOARD OF SUPERVISORS

A motion was made by Joseph Rudderow III to appoint Heidi Fiedler as Agricultural Security Area Representative for 2019. Claude Beaver seconded the motion and hearing no questions on the motion, it passed unanimously.

Township Road Master remained vacant.

A motion was made by Joseph Rudderow III to appoint Heidi Fiedler as Northern Berks Regional Police Commissioner for 2019. Claude Beaver seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Diane Hollenbach as Northern Berks Regional Police Commission Alternate for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Diane Hollenbach as PSATS Voting Delegate for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

SET MONTHLY MEETING DATES AND APPROVE THE HOLIDAY SCHEDULE

A motion was made by Joseph Rudderow III to set the monthly meeting as the 2nd Thursday of each month at 7:00 PM in the Maidencreek Township Municipal Building except for the month of February which shall be the third Thursday and approve the Holiday Schedule. Claude Beaver seconded the motion. Heidi Fiedler stated that people will be confused and miss the meeting and she also has another meeting that evening. Hearing no further questions on the motion, Joseph Rudderow III and Claude Beaver voted, "Aye." Heidi Fiedler voted, "Nay." Motion carried.

DESIGNATE PUBLICATION FOR ADVERTISEMENT OF PUBLIC NOTICES

A motion was made by Joseph Rudderow III to designate the Reading Eagle as the publication for the advertisement of legal notices in 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 1-2019

A motion was made by Joseph Rudderow III to adopt Resolution 1-2019 appointing Diane Hollenbach as Township Manager and setting compensation for the position. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 2-2019

A motion was made by Joseph Rudderow III to adopt Resolution 2-2019 appointing Orlando Law Offices as Solicitor to serve the Board of Supervisors, Planning Commission, and Park and Recreation Board and set an hourly rate at $180 per hour for 2019. Claude Beaver seconded the motion and hearing no questions on the motion, Joseph Rudderow III and Claude Beaver voted, "Aye." Heidi Fiedler voted, "Nay." Motion carried.

RESOLUTION 3-2019

A motion was made by Joseph Rudderow III to adopt Resolution 3-2019 appointing Systems Design Engineering as Township Engineering Consultant to serve the Board of Supervisors and Planning Commission and set the hourly rate for each service for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 4-2019

A motion was made by Joseph Rudderow III to adopt Resolution 4-2019 appointing Systems Design Engineering Township Sewage Enforcement Officer and set the hourly rate for those services in 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 5-2019

A motion was made by Joseph Rudderow III to adopt Resolution 5-2019 appointing Great Valley Consultants as Zoning Officer, Building Code Official and Code Enforcement Officer for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

UNIFORM CONSTRUCTION CODE APPEALS BOARD

A motion was made by Joseph Rudderow III authorizing Maidencreek Township to participate in

the Berks Countywide UCC Appeals Board in 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT PERSONNEL AND ADOPT RESOLUTION 6-2019 FOR RATES OF PAY FOR EMPLOYEES

A motion was made by Joseph Rudderow III to adopt Resolution 6-2019 establishing Personnel Positions and Rates of Pay for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Diane Hollenbach Secretary/Treasurer for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Debbie Didyoung Part Time Assistant Secretary for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Diane Hollenbach Board of Supervisors Recording Secretary for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Katelyn Gruber Park & Recreation Recording Secretary for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Katelyn Gruber Planning Commission Recording Secretary for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Chris Kline Emergency Management Coordinator - FEMA for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously. Ms. Fiedler asked if the Township had used the emergency management coordinator. Diane Hollenbach stated that Mr. Kline does training throughout the year but we had not activated the EOC in some time. Mr. Rudderow mentioned the NIMS training that the supervisors were required to do and Ms. Fiedler asked if the courses were available locally to take as a refresher.

A motion was made by Joseph Rudderow III to appoint David Franke Assistant Emergency Management Coordinator - FEMA for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Diane Hollenbach Open Records Officer for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Katelyn Gruber Alternate Open Records Officer for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Katelyn Gruber Recycling Coordinator for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously. Mr. Beaver asked what the duties were and Diane Hollenbach explained that annual questionnaires were mailed to businesses, annual reporting and a grant were completed.

A motion was made by Joseph Rudderow III to appoint Colleen Donohue School Crossing Guard for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Mark Seidt Alternate School Crossing Guard for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Beverly Guistwite Cleaning Person for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Keith Shuman Public Works Foreman for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Greg Wolfe, Andrew Letsche, and Brian Wise Heavy Equipment Operators for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Tyler Nolt Light Equipment Operator for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Katelyn Gruber Receptionist/Clerk/Typist for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint David Brown, Tim Machemer, Mike Shirk, Tim Mills, Patrick Donovan and Owen Heller Seasonal Snow Plow Operators for 2019.

Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Keith Shuman, Brian Wise and Diane Hollenbach Personnel/Safety Committee for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Greg Wolfe Leadman for 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Joseph Rudderow III to appoint Barbara Hassler as real estate and amusement tax collector, Pat Lupia as deputy real estate tax collector, to appoint the County of Berks Tax Claim Bureau as delinquent real estate tax collector and to appoint Diane Hollenbach as the Township Representative to issue Amusement Permits. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by Joseph Rudderow III to appoint Jerry Hartman to the Maidencreek Township Authority Board with a term expiring on 12/31/23. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Jason Bailey to the Maidencreek Township Planning Commission with a term expiring on 12/31/22. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint Stephanie Davenport to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/23. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to adopt Resolution 7-2019 appointing Joseph Pendleton III to the Zoning Hearing Board until 12/31/2021. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to set the rate of the Zoning Hearing Board Solicitor, Kozloff Stoudt at $170/hr. for a shareholder, $149/hr. for associates and $103/hr. for paralegal. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to appoint David Brown as the Vacancy Board Chairman with a term ending 12/31/2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to adopt Resolution 8-2019 to appoint the Joint Planning Commission with a term expiring 12/31/2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

CAPITAL AUTHORIZATIONS, RESOLUTION

A motion was made by Joseph Rudderow III to designate Tompkins/VIST Bank, Fleetwood Bank, MidPenn Bank, BBT and PLIGIT as depositories for all Township funds and Tompkins/VIST Bank for the collected tax funds of the Maidencreek Township Tax Collector. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously. Mr. Rudderow explained how during the 2008 financial crisis the Board decided to put funds in five different banks. Ms. Fiedler questioned FDIC Insurance on the account. Ms. Hollenbach stated that most accounts were kept under the minimum $200,000. The banks know the Township has a requirement by law to cover excess funds and they will send letters of credit and assurances of coverage.

A motion was made by Heidi Fiedler 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. Joseph Rudderow III seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to authorize any Supervisor to spend $2,500 for emergency situations and the Manager to spend $2,000 a week for daily operational needs during 2019. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Heidi Fiedler to authorize the Township Manager to purchase Security Bonds for 2019 for the Secretary/Treasurer in the amount of $800,000.00 and Real Estate Tax Collector in the amount of $500,000.00. Joseph Rudderow III seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joseph Rudderow III to adopt Resolution 9-2019 authorizing the Board of Supervisors to appoint an independent auditor, Kosmerl and Company to audit the financial records of 2018. Claude Beaver seconded the motion and hearing no questions on the motion, Joseph Rudderow III and Claude Beaver voted, "Aye." Heidi Fiedler voted, "Nay." Motion carried.

A motion was made by Heidi Fiedler to set the mileage rate at the IRS approved rate of .58 per mile. Joseph Rudderow III seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 10-2019

A motion was made by Heidi Fiedler to adopt Resolution 10-2019 designating Northern Berks Emergency Medical Service to provide emergency medical service and transport service to Maidencreek Township. Joseph Rudderow III seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 11-2019

A motion was made by Heidi Fiedler to adopt Resolution 11-2019 designating the Blandon Fire Company to provide fire protection and emergency medical service to Maidencreek Township. Joseph Rudderow III seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT FIRE POLICE PERSONNEL

A motion was made by Joseph Rudderow III to appoint personnel to the following positions: Fire Police Captain-Floyd Richards, Fire Police Lieutenant-Teresa Franke and James Schoellkopf Jr., Fire Police Personnel - Daniel Miller, Sr and Ed Byers. Heidi Fiedler seconded the motion and hearing no questions on the motion, it passed unanimously.

Since there was no further business, a motion was made by Joseph Rudderow III, seconded by Heidi Fiedler to adjourn the January 8, 2019 Reorganization Meeting at 9:38 a.m. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

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Township Secretary, January 8, 2019