Maidencreek Township Board of Supervisors
Reoganization Meeting
January 2, 2024

Attending: David Franke, Joshua Meck, Eric Bauman, Diane Hollenbach, Christina Hafer

Guests: Mike Schittler, Brooke Meck, Robert Wood, Jr., Anthony Spero, Scott Eaken, Nancy Runyon, Jane Bauman, Donna Culp, Aaron Rogers, Donna Bissinger, and Charles L. Voorhies.

District Justice Brian Strand did the swearing-in of Eric Bauman and Joshua Meck.

David Franke called the January 3, 2024, Reorganization Meeting to order at 4:03 p.m. at the Maidencreek Township Municipal Building with the Pledge to the Flag.

A motion was made by David Franke to appoint Diane Hollenbach as Chairperson Pro Tem and Christina Hafer as Recording Secretary Pro Tem to elect officers for the Township of Maidencreek in 2024. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

Diane Hollenbach determined all board members were present.

PUBLIC COMMENT - None

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS FOR 2024

A motion was made by Joshua Meck to appoint David Franke as Chairperson of the Board of Supervisors for 2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

Diane Hollenbach turned the meeting over to David Franke.

A motion was made by Eric Bauman to appoint Joshua Meck as the Vice Chairperson of the Board of Supervisors for 2024. David Franke 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 David Franke to appoint Joshua Meck as Agricultural Security Area Representative for 2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Eric Bauman to appoint Joshua Meck as the Road Master of Maidencreek Township. David Franke seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint David Franke as police commissioner of the Northern Berks Regional Police Department. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Eric Bauman to appoint Joshua Meck as police commissioner alternate of the Northern Berks Regional Police Department. Dave Franke seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Dave Franke to appoint Diane Hollenbach the PSATS Convention Voting Delegate. Joshua Meck 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 Joshua Meck to set the monthly meeting as the 2nd Thursday of each month at 6:00 PM in the Maidencreek Township Municipal Building and approve the Holiday Schedule. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

DESIGNATE PUBLICATION FOR ADVERTISEMENT OF PUBLIC NOTICES

A motion was made by Joshua Meck to designate the Reading Eagle as the publication for the advertisement of legal notices. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 1-2024

A motion was made by Eric Bauman to adopt Resolution 1-2024 to enter into a shared services agreement with Greenwich Township for administrative services, including the time covered previously in 2023. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 2-2024

A motion was made by Joshua Meck to adopt Resolution 2-2024 to appoint E. Kenneth Nyce Law Offices as the Solicitor to serve the Board of Supervisors, Planning Commission, and Park and Recreation Board and set the hourly rate. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 3-2024

A motion was made by Joshua Meck to adopt Resolution 3-2024 appointing Systems Design Engineering, Inc. as Township Engineering Consultant to serve the Board of Supervisors, Planning Commission, and Park and Recreation and setting the hourly rate for each service. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 4-2024

A motion was made by Eric Bauman to adopt Resolution 4-2024 appointing Scot McCaffery of Systems Design Engineering, Inc. as the Township Sewage Enforcement Officer and alternates and sets the hourly rate for those services. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 5-2024

A motion was made by Joshua Meck to adopt Resolution 5-2024 appointing Systems Design Engineering, Inc. as the Zoning Officer, Building Code Official, and Code Enforcement Officer. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

UNIFORM CONSTRUCTION CODE APPEALS BOARD

A motion was made by Joshua Meck authorizing Maidencreek Township to participate in the Berks Countywide UCC Appeals Board. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT PERSONNEL AND ADOPT RESOLUTION 6-2024 FOR RATES OF PAY FOR EMPLOYEES

A motion was made by Joshua Meck to adopt Resolution 6-2024 establishing Personnel Positions and Rates of Pay for 2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Diane Hollenbach as Manager/Treasurer. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Eric Bauman to appoint Christina Hafer as Secretary and Recording Secretary. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Chris Kline as Emergency Management Coordinator. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint David Franke as Assistant Emergency Management Coordinator. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Christina Hafer as the Open Records Officer. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Diane Hollenbach as the Alternate Open Records Officer. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Diane Hollenbach as the Recycling Coordinator. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Colleen Donohue as the School Crossing Guard. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Mark Seidt as the Alternate School Crossing Guard. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Beverly Guistwite as the Cleaning Person. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Keith Shuman as the Public Works Foreman. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Andrew Letsche, Brian Wise, Earl Weber, Tyler Nolt, and Mike Stern as the Laborers. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Eric Bauman to appoint Tammy Gilfert as the Real Estate and Amusement Tax Collector. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Pat Lupia as the Real Estate Deputy Tax Collector. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Eric Bauman to appoint the County of Berks/Tax Claim Bureau as the Delinquent Real Estate Tax Collector. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Diane Hollenbach the Township Representative to issue Amusement Permits. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by Joshua Meck to reappoint Tom Evanosky to the Maidencreek Township Authority Board with a term expiring on 12/31/2028. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to accept Dan Novakovich's resignation from the Maidencreek Township Authority. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Roger Sensenig to the Maidencreek Township Authority Board with a term expiring on 12/31/2027. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to accept Joseph Rudderrow III's resignation from the Maidencreek Township Authority. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Dawn Geschwindt to the Maidencreek Township Authority Board with a term expiring on 12/31/2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to reappoint Jim Schoellkopf Jr. to the Maidencreek Township Planning Commission with a term expiring on 12/31/2027. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to accept David Brown's resignation from the Planning Commission. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Aaron Rogers to the Maidencreek Township Planning Commission Board with a term expiring 12/31/2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Eric Bauman to appoint Nancy Runyon to the Park and Recreation Board with a term expiring on 12/31/2027. Joshua Meck seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to accept Eric Bauman's resignation from the Park and Recreation Board. David Franke seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Christine Shuman to the Park and Recreation Board with a term expiring 12/31/2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 7-2024

A motion was made by Joshua Meck to adopt Resolution 7-2024 to appoint Jan Williams to the Zoning Hearing Board and Chris Kline as the Alternate. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to set the rate of the Zoning Hearing Board Solicitor Kozloff Stoudt at $175/hr. for a shareholder, $175/hr. for associates and $125/hr. for paralegal. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to appoint Ron Kemmerer to the Vacancy Board Chairman with a term expiring on 12/31/2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 8-2024

A motion was made by Joshua Meck to adopt Resolution 8-2024 appointing the Joint Planning Commission with a term expiring 12/31/2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

CAPITAL AUTHORIZATIONS, RESOLUTION

A motion was made by Joshua Meck to designate the Tompkins Bank, Fleetwood Bank, First Priority, Truist Bank, and PLIGIT as the depository for all Township funds and Tompkins Bank for the collected tax funds of the Maidencreek Township Tax Collector. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to change signatories on all bank accounts to include David K. Franke, Joshua Meck, Eric Bauman, and Diane Hollenbach. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to authorize any Supervisor to spend $2500.00 for emergencies and the Manager to spend $2000.00 a week for daily operational needs during 2024. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to authorize the Township Manager to purchase Security Bonds for 2024 for the Secretary/Treasurer in the amount of $1,000,000.00 and the Real Estate Tax Collector in the amount of $500,000.00. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 9-2024

A motion was made by Joshua Meck to adopt Resolution 9-2024 authorizing the Board to appoint an independent auditor, Herbein and Company, to audit the financial records of 2023. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joshua Meck to set the mileage rate at the IRS-approved rate of .67 per mile. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 10-2024

A motion was made by Joshua Meck to adopt Resolution 10-2024 designating Northern Berks Emergency Medical Service to provide emergency medical service and transport service to Maidencreek Township. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

RESOLUTION 11-2024

A motion was made by Joshua Meck to adopt Resolution 11-2024 designating the Blandon Fire Company to provide fire protection and emergency medical assistance to Maidencreek Township. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

APPOINT FIRE POLICE PERSONNEL.

A motion was made by Joshua Meck to appoint personnel to the following positions: Captain Floyd Richards, Lieutenant- James Schoellkopf Jr. Officers - Daniel Miller, Sr., Hunter Richard Paris. Eric Bauman seconded the motion and hearing no questions on the motion, it passed unanimously.

OLD BUSINESS

A motion was made by Joshua Meck to approve the attached modifications to the written decision for the warehouse conditional use matter and to authorize the solicitor to notify the parties of the clarification. David Franke seconded the motion and hearing no questions on the motion, it passed unanimously.

Having no further business, a motion was made by Eric Bauman to adjourn the January 2, 2024, Reorganization meeting. Joshua Meck seconded the motion. The meeting adjourned at 4:25 p.m.

Respectfully submitted,

Christina Hafer
Township Secretary