

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 2, 2007 – 8:00 PM**

Attending: Robert Kopfer, Claude Beaver, Keith Shuman – Public Works Director, Diane Hollenbach – Secretary, Johanna Lella – Recording Secretary

Guests: Cindy Stump, Fay Isamoyer, Dick Thren, Gloria Kemmerer, and Ronald Kemmerer.

Robert Kopfer called the January 2, 2007 Reorganization Meeting of the Maidencreek Township Board of Supervisors to order at 8:03 p.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the pledge to the flag.

A motion was made by Robert Kopfer, seconded by Claude Beaver, to appoint Claude Beaver as Chairperson Pro Tem and Johanna Lella as Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2007. All members voted, "Aye." Motion carried.

PUBLIC COMMENT - none

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS

A motion was made by Robert Kopfer, seconded by Claude Beaver, to nominate Roy Timpe as Chairperson of the Maidencreek Township Board of Supervisors in 2007. Hearing no other nominations, the nominee was elected by acclamation.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to nominate Robert Kopfer as Vice Chairperson of the Maidencreek Township Board of Supervisors in 2007. Hearing no other nominations, the nominee was elected by acclamation.

POSITIONS FILLED BY MEMBERS OF THE BOARD OF SUPERVISORS

A motion was made by Claude Beaver, seconded by Robert Kopfer, to make the following appointments for Maidencreek Township in 2007:

- ⓐ Robert Kopfer as Township EIT/OPT Representative,
- ⓑ Claude Beaver as Township EIT/OPT Alternate Representative,
- ⓒ Robert Kopfer as Agricultural Security Area Representative,
- ⓓ Robert Kopfer as Township Road Master,
- ⓔ Roy Timpe as Northern Berks Regional Police Commissioner, and
- ⓕ Claude Beaver as Northern Berks Regional Police Commissioner Alternate.

All members voted, "Aye." Motion carried.

SET MONTHLY MEETING DATES

A motion was made by Claude Beaver, seconded by Robert Kopfer, to set the meeting dates for the 2007 Board of Supervisors meetings as the 2nd Thursday of each month at 7:00 PM at the Maidencreek Township Municipal Building. All members voted, "Aye." Motion carried.

RESOLUTION 1-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 1-2007 appointing Roland & Schlegel as solicitor for the Maidencreek Township Board of Supervisors and establishing a fee schedule for 2007. All members voted, "Aye." Motion carried.

RESOLUTION 2-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 2-2007 appointing Systems Design Engineering as engineering consultant for the Maidencreek Township Board of Supervisors and establishing a fee schedule for 2007. All members voted, "Aye." Motion carried.

RESOLUTION 3-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 3-2007 appointing Systems Design Engineering as the SEO for Maidencreek Township and establishing a fee schedule for 2007. All members voted, "Aye." Motion carried.

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 2, 2007 – 8:00 PM**

RESOLUTION 4-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 4-2007 appointing Systems Design Engineering as Zoning and Code Enforcement Officer for Maidencreek Township for 2007. All members voted, "Aye." Motion carried.

RESOLUTION 5-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 5-2007 appointing Systems Design Engineering as Building Code Official for the Maidencreek Township Board of Supervisors for 2007. All members voted, "Aye." Motion carried.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Claude Beaver, seconded by Robert Kopfer, to make the following appointments for Maidencreek Township in 2007:

- ⑩appoint Berks EIT Bureau as EIT/OPT Collector;
- ⑩appoint Barbara Hassler as Real Estate and Amusement Tax Collector;
- ⑩appoint GH Harris as Delinquent Per Capita Tax Collector;
- ⑩appoint the County of Berks Tax Claim Bureau as Delinquent Real Estate Tax Collector, and
- ⑩appoint the Township Secretary as the person designated to issue Amusement Permits.

All members voted, "Aye." Motion carried.

APPOINT PERSONNEL AND ADOPT RESOLUTION 6-2007 RATES OF PAY

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint personnel to the following positions for 2007:

- ⑩Diane Hollenbach as Administrator/Secretary Treasurer and Recycling Coordinator,
- ⑩Rita Agnetti as Zoning Secretary/Receptionist/Clerk/Typist,
- ⑩Keith Shuman as Public Works Director,
- ⑩Gene Rothermel as Equipment Operator 1,
- ⑩Keith Guistwite and David Saint as Equipment Operator 3,
- ⑩Vernon Hecker as Part Time Equipment Operator,
- ⑩Colleen Donohue as Crossing Guard,
- ⑩Beverly Guistwite as Cleaning Personnel,
- ⑩David I Brown, David Kopfer, Jonathan Gracely, Robert Shuman, Tim Mills and Patrick Donovan as Seasonal Light Equipment Operators for snow plowing.

All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 6-2007 establishing Personnel Positions and Rates of Pay for Maidencreek Township employees for 2007. All members voted, "Aye." Motion carried.

APPOINT VARIOUS BOARD POSITIONS

A motion was made by Claude Beaver, seconded by Robert Kopfer, to make the following appointments for Maidencreek Township in 2007:

- ⑩Johanna Lella as Maidencreek Township Board of Supervisors Recording Secretary,
- ⑩Rita Agnetti as Maidencreek Township Park & Recreation Recording Secretary,
- ⑩Systems Design Engineering, Inc. as the Maidencreek Township Park & Recreation Engineering Consultant,
- ⑩Diane Hollenbach as Maidencreek Township Planning Commission Recording Secretary,
- ⑩Roland & Schlegel as Maidencreek Township Planning Commission Solicitor,
- ⑩Systems Design Engineering, Inc. as the Maidencreek Township Planning Commission Engineering Consultant,
- ⑩Dick Thren as Vacancy Board Chairperson, and
- ⑩Keith Shuman, Vernon Hecker, Rita Agnetti, Roy Timpe, Robert Kopfer and Claude Beaver to the Maidencreek Township Personnel Committee.

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 2, 2007 – 8:00 PM**

All members voted, "Aye." Motion carried.

APPOINT PERSONNEL TO BOARD POSITIONS

The appointment to the Maidencreek Township Authority Board to replace Elaine Berish, whose term expired 12/31/2007 was tabled. The appointment to the Planning Commission to replace Tom Evanosky, whose term expired 12/31/2007 was also tabled.

A motion was made by Claude Beaver, seconded by Robert Kopfer to have the Secretary send a letter of appreciation for years of service to Elaine Berish. All members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer to have the Secretary send a letter of appreciation for service to Tom Evanosky. All members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer to have the Secretary place an advertisement in the Reading Eagle for the open Township Board positions and also in the Township Newsletter. All members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer to reappoint Bob Ramsey to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/11. All members voted "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to reappoint Raymond Shuman to the Maidencreek Township Zoning Hearing Board with a term expiring on 12/31/09. All members voted, "Aye." Motion carried.

CAPITAL AUTHORIZATIONS, RESOLUTION 7-2007 AND RESOLUTION 8-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to authorize any Supervisor to spend \$2500.00 for emergency situations and the Public Works Director or Administrator/Secretary-Treasurer to spend \$250.00 at any time for daily operational needs during 2007. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to authorize the Road master to hire an independent contractor to blow snow on a large scale for Township Roadways as needed with a cost not to exceed \$125.00 per hour. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to authorize the Township Secretary/Treasurer to purchase Security Bonds for 2007 for Secretary/Treasurer in the amount of \$800,000.00 and a bond for the Real Estate Tax Collector in the amount of \$500,000.00. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 7-2007 confirming authorization to draw down on the \$50,000 Line of Credit at the Leesport Bank and the \$75,000.00 Line of Credit at the First National Bank in Fleetwood if and when necessary. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, 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. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to designate the Leesport Bank as depository for the collected tax funds of the Maidencreek Township Tax Collector. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 8-2007 authorizing the Board to appoint Kosmerl & Company as auditor to audit the financial records of 2007. All

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 2, 2007 – 8:00 PM**

members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to authorize the Chairman to sign the Survey of Financial Condition for the State of Pennsylvania. All members voted, "Aye." Motion carried.

APPOINT EMERGENCY RESPONSE PERSONNEL

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Todd Bubbenmoyer as Maidencreek Township Emergency Management Coordinator for 2007. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Keith Shuman as FEMA Coordinator Assistant for Maidencreek Township in 2007. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Daniel Miller, Sr. as PEMA Coordinator for Maidencreek Township in 2007. All members voted, "Aye." Motion carried.

APPOINT FIRE POLICE PERSONNEL

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint personnel to the Maidencreek Township Fire Police: Fire Police Captain Floyd Richards, Fire Police Lieutenant Teresa Frank, Fire Police Sergeant Adolph Montanya, Fire Police Personnel: Michael Kauffman, Greg Vullings, Steve Pencak and Daniel Miller, Sr. All members voted, "Aye." Motion carried.

RESOLUTION 9-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolutions 8-2007 recognizing the Bandon Ambulance as the emergency medical service providers for Maidencreek Township in 2007. All members voted, "Aye." Motion carried.

RESOLUTION 10-2007

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolutions 10-2007 authorizing the Bandon Volunteer Fire Company No. 12 to provide service to Maidencreek Township in 2007. All members voted, "Aye." Motion carried.

Since there was no further business, a motion was made by Claude Beaver, seconded by Robert Kopfer, to adjourn the January 2, 2007 Maidencreek Township Reorganization Meeting. All members voted, "Aye." Motion carried. Meeting adjourned at 8:25 p.m.

Recording Secretary

Cc: Board of Supervisors
Eugene Orlando, Roland & Schlegel, Solicitor
Thomas Unger, Systems Design Engineering, Inc., Township Engineer
Ed Kopicki, Systems Design Engineering, Inc., Planning Commission Engineer
Planning Commission
Park & Recreation Board
Zoning Hearing Board and Alternates
Maidencreek Township Authority
Patrick Donovan, Maidencreek Township Authority General Manager
JoAnn Schaeffer, Maidencreek Township Authority Secretary
Robert Hobaugh, Jr. Esq., Stevens & Lee, Maidencreek Township Authority Solicitor
Greg Unger, Systems Design Engineering, Inc., Maidencreek Township Authority Engineer

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 2, 2007 – 8:00 PM**

Barbara Hassler, Tax Collector
Daniel Miller, Blandon Fire Company Chief
Chief Scott W. Eaken, Northern Berks Regional Police