

**MAIDENCREEK TOWNSHIP BOARD OF SUPERVISORS**

**2001 REORGANIZATION MEETING**

**JANUARY 2, 2001 5:00 PM**

**PRESENT:** Karl Bolognese - Supervisor, Terry Rarick - Supervisor, Roy Timpe - Supervisor,  
Richard Orwig – Solicitor, Ruth Manmiller – Recording Secretary, Terry Manmiller – Operations Manager

Karl Bolognese called the 2001 reorganization meeting to order at 5:00 PM in the Maiden creek Township Building.

Terry Rarick made a motion, seconded by Roy Timpe, to appoint Karl Bolognese Chairman Pro Tem and Ruth Manmiller Recording Secretary Pro Tem for the purpose of electing officers for the Township of Maiden creek in 2001.

Karl Bolognese opened selected positions for nominations:

Terry Rarick nominated Karl Bolognese as Chairman and Terry Rarick at Vice Chairman. Hearing no other nominations, the nominees were elected by acclamation. All Board members voted, “Aye.”

Karl Bolognese made a motion, seconded by Roy Timpe, to designate the second Thursday of each month at 7:00 PM for Board of Supervisors meetings in 2001. All Board members voted, “Aye.” The monthly meeting for January 2001 will be held on January 11, 2001 at 7:00 PM in the Maiden creek Township Municipal Building.

Terry Rarick made a motion, seconded by Roy Timpe, to approve Resolution 1-2001 appointing the law firm of O’Pake - Orwig to serve at the pleasure of the Board for 2001 and establishing the Township Solicitor’s fees, which are listed in Resolution 1-2001. All Board members voted “Aye.”

Terry Rarick made a motion, seconded by Roy Timpe, to approve Resolution 2-2001 appointing Systems Design Engineering, Inc. to serve at the pleasure of the Board as the Township Engineering Consultant for 2001 and establishing the rates, which are listed in Resolution 2-2001. All Board members voted “Aye.”

Terry Rarick made a motion, seconded by Roy Timpe, to approve Resolution 3-2001 appointing Carl A. Wolfe, Jr. as Primary Township SEO, appointing the following Alternate Township SEO’s for 2001 to serve at the pleasure of the Board and approving fees listed in Resolution 3-2001. All Board members voted “Aye.”

- Alternate SEO - Michael G. Pohronezny, Jr.
- Alternate SEO - Thomas S. Unger
- Alternate SEO - Allan W. Madeira
- Alternate SEO - Thomas M. Benusa
- Alternate SEO - Mark Kitzmiller

Terry Rarick made a motion, seconded by Roy Timpe, to adopt the following positions in block for 2001:

Township EIT/OPT Representative	Roy Timpe
Township EIT/OPT Alternate Representative	Terry Rarick
Agriculture Security Area Representative	Roy Timpe
Township Road Master	Terry Rarick
Northern Berks Regional Police Commissioner	Karl Bolognese
Northern Berks Regional Police Alternate Commissioner	Terry Rarick

All Board members voted, “Aye.”

Terry Rarick made a motion, seconded by Roy Timpe, authorizing any Road Superintendent and/or Operations Director to spend \$1,000.00 for emergency situations and the Operations Director to spend \$400.00 at any time for daily operational needs. All Board members voted, “Aye.”

Terry Rarick made a motion, seconded by Roy Timpe, authorizing the purchase of the following Security Bonds,

Secretary-Treasurer	\$200,000.00
Tax Collector-Real Estate	\$500,000.00

All Board members voted, “Aye.”

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Terry Rarick made a motion, seconded by Roy Timpe, to hire the following persons to serve at the pleasure of the Board during 2001:

Secretary – Treasurer Recording Secretary (Compensation set at \$110.00 per meeting)	Regina Sanders Ruth Manmiller
Receptionist/Clerk/Typist	Diane Hollenbach
Parks & Recreation Board Secretary (Compensation set at \$110.00 per meeting)	Diane Hollenbach
Township Planning Commission Solicitor Township Planning Commission Consultant Township Planning Commission Recording Secretary (Compensation set at \$110.00 per meeting)	O’Pake – Orwig Law Firm Systems Design Engineering, Inc. Regina Sanders
Building /Zoning/Subdivision Regulations Officer Zoning Hearing Board Solicitor	Terry Manmiller Paul Herbine
Plumbing Inspector (Compensation set at \$30.00 per inspection)	Roy J. Dreibilbis
EIT/OPT Tax Collector Amusement, Delinquent, and Per Capita Tax Collector Delinquent Real Estate Tax Collector	Berks EIT Bureau Barbara Hassler County of Berks/Tax Claim Bureau
School Crossing Guard Cleaning Person	Daniel Keller Beverly Guistwite
FEMA Coordinator FEMA Coordinator, Assistant PEMA Coordinator Vacancy Board Chairman	Terry L. Manmiller Keith Shuman Daniel Miller Leo Gallagher

All Board members voted, “Aye.”

Terry Rarick made a motion, seconded by Roy Timpe, to approve the following appointments to serve as volunteer fire police for Maiden creek Township:

Fire Police Captain	Ralph Shuman
Fire Police Lieutenant	David Yeager
Fire Police Sergeant	Floyd Richards
Fire Police Personnel	Troy Reinhart, Greg Young, Daniel Miller, Ron Santoro

All Board members voted, “Aye.”

Terry Rarick made a motion, seconded by Karl Bolognese, to approve the appointment of Donald Keim to serve on the Maiden creek Township Authority Board, term expiring 12/31/2005. All Board members voted, “Aye”

Terry Rarick made a motion, seconded by Roy Timpe, to approve the appointment of Richard Thren to serve on the Maiden creek Township Planning Commission Board, term expiring 12/31/2004. All Board members voted, “Aye”

Terry Rarick made a motion, seconded by Roy Timpe, to approve the appointment of Donald Glass to serve on the Maiden creek Township Planning Commission Board, term expiring 12/31/2004. All Board members voted, “Aye”

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Terry Rarick made a motion, seconded by Roy Timpe, to approve the appointment of Keith Shuman to serve on the Maidenecreek Township Parks and Recreation Board, term expiring 12/31/2003. All Board members voted, "Aye."

Roy Timpe made a motion, seconded by Terry Rarick, to approve the appointment of Thomas Evanoski to serve on the Maidenecreek Township Parks and Recreation Board, term expiring 12/31/2003. All Board members voted, "Aye."

Terry Rarick made a motion, seconded by Roy Timpe, to approve the appointment of Raymond Shuman to serve on the Maidenecreek Township Zoning Hearing Board, term expiring 12/31/2003. All Board members voted, "Aye."

Terry Rarick made a motion, seconded by Karl Bolognese, to approve the appointment of Jason Valick to serve on the Maidenecreek Township Zoning Hearing Board, completing the term of Donald Keim, which expires on 12/31/2003. All Board members voted, "Aye."

Terry Rarick made a motion, seconded by Karl Bolognese, to approve the following benefits for all full time employees:

- A. After 30 days of employment –
  1. Standard Hospitalization through Berkshire Health Plan
  2. \$50,000.00 Life Insurance Policy
  3. \$1,400.00 Medical Reimbursement for expenses actually paid for by the employee for services rendered only in that calendar year for dental care, vision care, prescription/medications and/or outpatient doctor charges not covered by Berkshire Health Plan for the employee, employee's spouse and employee's dependent children.
  4. Eight paid Holidays as follows:

New Year's Day	Good Friday	Memorial Day
Independence Day	Labor Day	Thanksgiving Day
December 24	Christmas Day	

    - Diane Hollenbach – Shall receive the above listed eight paid holidays in the pay period it occurs.
  5. Four paid Personal Days
  6. Vacation leave shall be accrued as defined in the employee handbook of rules and regulations, except for employees hired prior to 1/01/97, who are grandfathered to the vacation schedule listed in the Board of Supervisors Reorganization minutes of 1/6/97. These grandfathered employees shall receive 20 days vacation after 15 years of service.
    - Vacation days are to be used in increments of full days or half days – only
    - One week (5 days) may be carried over to the following year but, must be used with in that year.
  7. Rental Uniforms will be supplied for full time road crew personnel
  8. Work week commences 12:01AM Saturday and concludes 12:00 midnight the following Friday
  9. Time and one half for work over 40 hours per week, which may include bereavement, vacation days and or holidays. In order for the employee to be compensated for over time in a 40-hour workweek, which includes a personal day – the employee must have notified the Operation Director or a Supervisor three days prior to using the Personal Day. If the employee does not notify the Operation Director or a Supervisor prior to using the personal day the employee will be paid at his regular hourly rate for any hours worked over 40 hours.
  10. Double time will be paid for work conducted on holidays other than personal days

All Board members voted "Aye."

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Terry Rarick made a motion, seconded by Karl Bolognese, to establish Resolution 4-2001, for personnel changes and rate of pay for 2001, which will be a 5% increase above current wages. All Board members voted "Aye."

Terry Rarick made a motion, seconded by Roy Timpe, to appoint the following persons to serve at the pleasure of the Board for the following positions in 2001:

Operations Director	Terry Manmiller – Time accrued after 40 hours will be considered over time
Heavy Equipment Operator	Keith Shuman
Heavy Equipment Operator	Gene Rothermel
Seasonal Heavy Equipment Operators	Russell Stoudt, Patrick Donovan, Michael Delong
Light Equipment Operator	Vacant
Seasonal Light Equipment Operators	Gary Walters, Vernon Hecker, Gary Reeser
Seasonal Laborer	Vacant
Secretary – Treasurer	Regina Sanders
Heavy Equipment Operator Leader	.50 cents over regular rate of pay
Receptionist/Clerk Typist	Diane Hollenbach
School Crossing Guard	Daniel Keller
Cleaning Person	Beverly Guistwite

All Board members voted, "Aye"

Terry Rarick made a motion, seconded by Roy Timpe, to draw down on the \$50,000.00 Line of Credit at The First National Bank in Leesport and/or the \$75,000.00 Line of Credit at the First National Bank in Fleetwood to be used as established in Resolution 5-2001. All Board members voted, "Aye"

Terry Rarick made a motion, seconded by Roy Timpe, to instruct the Secretary –Treasurer to deposit Township Funds for 2001 at The First National Bank in Leesport and/or The First National Bank in Fleetwood. All Board members voted, "Aye"

Roy Timpe made a motion, seconded by Terry Rarick, to set the following rates for use of township equipment in 2001:

Grass Mower	\$125.00 plus operator's wages
Trucks	\$125.00 plus operator's wages
Front-end Loader	\$125.00 plus operator's wages
Sweeper	\$125.00 plus operator's wages
Roller	\$125.00 plus operator's wages
Tar Buggy	\$125.00 plus operator's wages
Case Backhoe	\$125.00 plus operator's wages

All Board members voted, "Aye."

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Roy Timpe made a motion, seconded by Terry Rarick, to adopt Resolution 6-2001 authorizing the Board to appoint an independent auditor to audit the financial records for the year 2001. All Board members voted, "Aye."

Terry Rarick made a motion, seconded by Roy Timpe, appointing Reinsel & Co. to audit the Maiden creek Township financial records for 2000 at a cost of \$3,200.00 and the Maiden creek Township Tax Collector's financial records for 2000 at a cost of \$1,750.00. All Board members voted, "Aye."

Karl Bolognese adjourned the meeting at 6:27 PM.

Respectfully submitted,

Ruth M. Manmiller  
Recording Secretary

CC: Board of Supervisors

- Regina Sanders, Maiden creek Township Board of Supervisors, Secretary
- Terry Manmiller, Operations Director
- Richard Orwig, Solicitor – O'Pake – Orwig Law Firm
- Thomas Unger - Systems Design Engineering, Inc.
- Planning Commission Board members
- Park and Recreation Board members
- Diane Hollenbach, Park and Recreation Secretary
- Zoning Hearing Board members
- Paul Herbein, Zoning Hearing Board Solicitor
- Tax Collector
- Maiden creek Township Authority Board members
- Maiden creek Township Authority Board Solicitor
- Joann Schaeffer, Maiden creek Township Authority Secretary

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