

Maidencreek Township Board of Supervisor Meeting  
March 14, 2013 7:00 pm

Present: Claude Beaver, David Franke, Joseph Rudderow III, Tom Unger – Systems Design Engineering, Inc., Eugene Orlando, Jr. – Orlando Law Office, Diane Hollenbach – Township Manager, Johanna Mattera – Recording Secretary.

Guests: Brad Jeschorck, Richard Wick, Jim Fox, Christina Woods.

Joseph Rudderow III called the March 14, 2013 regular meeting of the Maidencreek Township Board of Supervisors to order at 7:01 pm in the Maidencreek Township Municipal Building.

MINUTES & FINANCES

**Approval of the Regular Meeting Minutes**

A motion was made by Claude Beaver, seconded by David Franke, to waive the reading of the minutes and approve minutes of the February 14, 2013 Regular Meeting as presented. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

**Treasurer’s Report and Bill List**

A motion was made by Claude Beaver, seconded by David Franke, to approve the February 2013 Treasurer’s Report and Bill List. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

REPORTS

**POLICE REPORT**

Officer Ron Mohl reported that the Northern Berks Regional Police Department responded to 249 assignments in Maidencreek Township in the month of February. This resulted in 11 citations. Citation fines collected were \$1,084.81. The total number of patrol hours was 652.83 for the month, case hours 57, investigator hours 58.43, and mileage 4194.35.

The Board asked if the department would like lines painted to help with speed enforcement. The Police department will give the Township areas that they would like painted. The Board asked Officer Mohl about the police department’s opinion on the proposed round-about project for Rt. 222. Officer Mohl said that he would be attending the PennDOT meeting to get more information before giving any opinion.

Mr. Rudderow advised the audience that Brad Jeschorck of Lehigh Valley Community College was attending the meeting as part of his class.

PUBLIC COMMENT

Jim Fox of 14 Chestnut Street asked the Board about the underground storm water pipe that is on his rental property. Tom Unger and Claude Beaver updated the Board on the water issue on the properties along Chestnut Street. Mr. Fox advised the Board on what he has done over the years to help stop the water issue such as installing manholes, crawling in to clear out debris. Mr. Fox said that if the debris could be stopped from coming down the creek it might help. Mr. Beaver said that the Blandon dam was built in approximately 1889 or so.

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Mr. Orlando advised that prior Boards have been very careful in spending public dollars to fix private property issue, however, this maybe a bigger issue. Mr. Orlando asked Mr. Fox to bring in the title search for the purchase of the property, so the Township could make a copy and have a place to start. The Board is going setup a time to meet with Mr. Fox to look at the property. Chief Miller advised that the fire department was present to pump the water out to assist the Township. Mr. Beaver advised the Board that the Road Crew would be cleaning the creek on a monthly basis.

A motion was made by David Franke, seconded by Claude Beaver, to have the Engineer send a letter to Norfolk Southern asking to investigate the cleaning of the culvert and a remedy to the debris collecting in the culvert. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

#### ENGINEER'S REPORT

##### **Subdivision Review Status Checklist**

##### **Esbenshades Preliminary Plan expires 3/28/13; Time Extension received to 6/21/13**

A motion was made by Claude Beaver, seconded by David Franke, to accept the Developer's request for a time extension to the Esbenshades Preliminary Plan review until June 21, 2013. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

#### **Projects**

**Blandon Fire Co. Bathroom Force Main** – Mr. Unger and Mr. Beaver updated the Board on the progress of the project.

**The Crossing @ Maidencreek** - Mr. Unger updated the Board on the progress of the revision to the Plan of Record.

##### **Subdivision Improvement Agreement LOC/Escrow Release Letters**

A motion was made by Claude Beaver, seconded by David Franke, authorizing the Chairman to sign Subdivision Improvements Agreement LOC/Escrow Release letters in the amount of \$345.98. The Chairman asked is there still a balance in the escrow accounts. Mr. Unger stated that Villas is closed and Meadowbrook Phases 3 & 4 is still carrying a letter of credit. Hearing no further questions on the motion, all members voted, "Aye". Motion carried.

#### MUNICIPAL SOLICITOR REPORT

**Fire Company Ordinance** - Chief Miller would like the Fire Department Solicitor to review the draft first.

A motion was made by David Franke, seconded by Claude Beaver, authorizing the Solicitor to work with the Fire Company Solicitor to review the proposed Draft Fire Assessment Ordinance. Mr. Beaver added to include any other issues that go along with this matter. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

**Easement Agreement to allow Township to access 12 Chestnut Street owned by James Fox, 125 Fox Run Place, Blandon.** See public comment for discussion. Mr. Orlando advised the Board that this would take time. The Board advised Mr. Fox to try to keep the pipe clean in the meantime.

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**Softball Agreement** - Ms. Hollenbach said that she is going to take the agreement to Park and Recreation for review.

**WATER AUTHORITY**

A motion was by Claude Beaver, seconded by David Franke, to accept Robert. Shinn's resignation letter effective this evening. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to send a letter of thank you to Mr. Shinn for his service. Hearing no questions on the motion, all members voted, "Aye". Motion carried. The Board members asked to sign the letter. Ms. Hollenbach asked the Board how they would like to proceed on finding a replacement. The Board agreed to interview candidates.

**MANAGERS REPORT**

**Purchase Computer**— Ms. Hollenbach advised the Board that the Township computers are slowing down and not handling the upgrade to QuickBooks 2013 well. The last time the Township purchased computers was in 2009 and they were running Windows XP.

A motion was made by David Franke, seconded by Claude Beaver, authorizing the Township Manager to purchase one Dell Inspiron 660 at a cost not to exceed \$650.00. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

**Group Pictures**- It was suggested the Board, Planning Commission and Water Authority have their picture taken and posted on the Township website. The Board liked the idea and advised the Manager to go forward with the project.

**457 Retirement Plan** – Ms. Hollenbach advised that the 457 Retirement Plan is a Supplemental plan were employees may contribute to a retirement plan similar to 401k. The Township will not contribute to the plan and the only cost to the Township is an annual administrative fee of \$500.

A motion was made by David Franke, seconded by Claude Beaver, authorizing the Township Manager to sign the Supplemental Participation Agreement. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

**Federal Sign Inventory** – Ms. Hollenbach advised the Board of the Federal Sign Inventory Management Program. The Board decided to do this in house.

**Penn DOT Open House on Rt 222 on March 20<sup>th</sup> at the Fleetwood High School Cafeteria**

**6:30 pm – 8:30pm** – Ms. Hollenbach advised the Board that phone calls went out to every resident who is registered with the emergency system. The school district is going to do the same next week and letter went out to all businesses along Rt. 222. Mr. Rudderow advised the Board that he invited to attended the Fleetwood School Board meeting and they discussed the schools concerns and the Township's concerns with the Penn DOT proposed roundabout. Mr. Wick asked where else in the State has Penn DOT installed this. The Board said one up in Marshalls Creek. The Board also stated that is not been common practice to place a roundabout so close to a traffic light. The Board reiterated how this Board and previous Boards have tried to correct the traffic on Rt. 222.

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**PARK & RECREATION**

**Donation to Fleetwood Area Library** – Park & Recreation Board wanted to advise the Board that they are going to increase their donation from \$6,750 to \$9,150 in order to meet the County criteria for funding of \$1 per resident.

**Ball Field Repair** - Ms. Hollenbach advised the Board that Maidencreek Little League is going to supply the labor to redress the large field at the Community Park.

A motion was made by David Franke, seconded by Claude Beaver, to purchase sod at a cost not to exceed \$1,200. Hearing no questions on the motion, all members voted, “Aye”. Motion carried. Mr. Beaver is recommending to purchase bulk infield mix for the initial spreading and then by bag after that.

**ROAD MASTER REPORT**

**Ontelaunee Heights Ball Field** - Mr. Beaver advised the Board that Road Crew fenced off a large area due to sinkholes. The Board asked Mr. Unger to give some recommendations on how to proceed.

**Truck #1 replacement** – Ms. Hollenbach advised the Board that she found a grant that may help to pay for the replacement.

**Request for Police to Donate Used Police Vehicle** - Mr. Beaver asked if the Board would send a letter to the Police Commission asking for a donation of a vehicle. This could be used to run errands, instead of using one of the trucks.

A motion was made by David Franke, seconded by Claude Beaver, to send the Police Commission a letter asking that if a vehicle becomes available, if they would be willing to donate it to the Township. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

**Dries Road** – Mr. Beaver advised the Board that work will need to be done on this road, however most of the issues are on the Ontelaunee side of the Road. The Board advised Mr. Beaver to meet with Ontelaunee’s Road Master to inspect the road.

**TAX COLLECTION COMMITTEE** – No meeting this month.

**POLICE COMMISSIONER** – Mr. Rudderow updated the Board on the meeting. Mr. Rudderow advised the Board that one of the officers is looking to retire soon and there are others out on medical leave.

A motion made by David Franke, seconded by Claude Beaver, authorizing the Police Commission to move forward on looking for a replacement officer. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

**RESOLUTIONS & ORDINANCES**

Revisions to Ethics Resolution – Table.

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OLD BUSINESS

**Workforce Increase** – Mr. Beaver requested an additional employee to bring the Road Crew back up to five employees. Ms. Hollenbach would like to hire a part-time receptionist.

A motion was made by David Franke, seconded by Claude Beaver, to make an offer to the Jon Gracely with a start date of April 1 based on salary and benefits in the collective bargaining agreement. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, authorizing the Township Manager to advertise for a part time receptionist. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

NEW BUSINESS

**Approval of Crack Seal Purchase**

A motion was made by David Franke, seconded by Claude Beaver, to purchase crack seal at a cost not to exceed \$1,400.00. Hearing no further questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, authorizing the Road Master to purchase crack seal at a cost not to exceed \$9,000.00 in calendar year 2013. Hearing no further questions on the motion, all members voted, “Aye”. Motion carried.

**Drain Repair Estimate** – Mr. Beaver advised the Board that there are three drains in need of repair that are too involved for the Road Crew to handle easily.

A motion was made by David Franke, seconded by Claude Beaver, to repair at a cost of \$9,000.00 drains on Spirit Ct., and Hoch Road with the Township to do the paving, curb and sidewalk. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

**Zoning Ordinance - Revisions** – The Board asked the engineer to present a PowerPoint presentation on the proposed revisions to the Zoning Ordinance.

**Crosswalk to Keystone** – A resident has suggested a crosswalk from the Keystone Villa to Cristina’s Restaurant. The Township Engineer will look into options.

**Schaeffer Road Bridge** - Mr. Wick asked about the repair to the Schaeffer Road Bridge. The Board advised they were told by the County the project would begin in two years.

Since there was no further business, a motion was made by David Franke, seconded by Claude Beaver, to adjourn the March 14, 2013 meeting of the Maidencreek Township Board of Supervisors. Hearing no questions on the motion, all members voted “Aye”. Motion carried. Meeting adjourned at 10:12 pm. The Board went into executive session to discuss litigation and personnel.

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Recording Township Secretary, March 14, 2013

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Township Secretary, March 14, 2013

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Cc: Board of Supervisors  
Eugene Orlando, Roland & Schlegel, Solicitor  
Thomas Unger, Systems Design Engineering, Inc., Township Engineer  
Planning Commission  
Park & Recreation Board  
Zoning Hearing Board and Alternates  
Paul Herbein, Zoning Hearing Board Solicitor  
Maidencreek Township Authority  
Patrick Donovan, Maidencreek Township Authority General Manager  
JoAnn Schaeffer, Maidencreek Township Authority Secretary  
Robert Hobaugh, Jr. Esq., Stevens & Lee, Authority Solicitor  
Greg Unger, Systems Design Engineering, Inc., Authority Engineer  
Barbara Hassler, Tax Collector  
Daniel Miller, Blandon Fire Company Chief  
Chief Scott W. Eaken, Northern Berks Regional Police