

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 7, 2008 – 7:30 PM**

Attending: Claude Beaver, Joseph Rudderow III, Keith Shuman – Public Works Director, Diane Hollenbach – General Manager, Johanna Lella -Recording Secretary

Guests: Robert Kopfer, JJ Riolo, Carl Weston, Claudia Rudderow and children and Joni Garza

Claude Beaver called the January 7, 2008 Reorganization Meeting of the Maidencreek Township Board of Supervisors to order at 7:34 p.m. in the Maidencreek Township municipal building and asked everyone to rise for the pledge to the flag.

A motion was made by Joseph Rudderow III, 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 2008. All members voted, "Aye." Motion carried.

PUBLIC COMMENT - none

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to nominate Claude Beaver as Chairperson of the Maidencreek Township Board of Supervisors in 2008. Hearing no other nominations, the nominee was elected by acclamation.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to nominate Roy Timpe as Vice Chairperson of the Maidencreek Township Board of Supervisors in 2008. Hearing no other nominations, the nominee was elected by acclamation.

POSITIONS FILLED BY MEMBERS OF THE BOARD OF SUPERVISORS

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to make the following Board appointments for 2008:

Roy Timpe as Agricultural Security Area Representative,

Joseph Rudderow III as Township Road Master,

Roy Timpe as Northern Berks Regional Police Commissioner, and

Claude Beaver as Northern Berks Regional Police Commissioner Alternate. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

SET MONTHLY MEETING DATES

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to set the meeting dates for the 2008 Board of Supervisors meetings as the 2nd Thursday of each month at 7:00 PM at the Maidencreek Township Municipal Building. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

DESIGNATE PUBLICATION FOR ADVERTISEMENT OF PUBLIC NOTICES

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to designate the Reading Eagle as the publication for the advertisement of legal notices. Hearing no questions on the motion, all members voted "Aye". Motion carried.

RESOLUTION 1-2008

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 1-2008 appointing Diane Hollenbach as Township Manager and set the rate of pay at \$49,040.00. Mr. Beaver asked if there were any questions on the motion. Mr. Weston asked how the pay rate was determined and how does this rate with other Municipalities. Mr. Beaver stated that the rate was a little below the average compared to other municipalities. Hearing no further questions on the motion, all members voted "Aye". Motion carried.

RESOLUTION 2-2008

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 2-2008 appointing Roland & Schegel as Solicitor for 2008 to serve the Board of Supervisors, Planning Commission and Park and Recreation and also set an hourly rate of \$160.00 per hour. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

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RESOLUTION 3-2008

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 3-2008 appointing Systems Design Engineering, Inc as Township Engineering Consultant for 2008 to serve the Board of Supervisors, Planning Commission and Park and Recreation Board and set the hourly rate for each service. The Engineer will act as Zoning Officer, Code Enforcement Officer and Building Code Official. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 4-2008

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 4-2008 appointing Carl Wolfe of Systems Design Engineering as primary Township Sewage Enforcement Officer for 2008 with alternates as follows: Michael Pohronezny, Thomas Unger, Keith Showalter, Mark Kitzmiller, Scott Steffy and Thomas Bagnstose. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

**APPOINT PERSONNEL AND ADOPT RESOLUTION 5-2008 RATES OF PAY
RESOLUTION 5-2008**

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 5-2008 establishing Personnel Positions and Rates of Pay for 2008. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver to appoint personnel to the following positions:

Secretary/Treasurer – Diane Hollenbach
Board of Supervisors Recording Secretary – Johanna Lella
Park & Recreation Recording Secretary – Kim Rosetti
Planning Commission Recording Secretary – Diane Hollenbach

Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver to appoint personnel to the following positions:

Emergency Management Coordinator – FEMA – Chris Kline
Assistant Emergency Management Coordinator – FEMA – Keith Shuman
Recycling Coordinator – Diane Hollenbach
School Crossing Guard – Colleen Donohue
Alternate School Crossing Guards – Mark Seidt and William Becker
Cleaning Person – Beverly Guistwite
Public Works Director – Keith Shuman
Heavy Equipment Operator w/ CDL – Gene Rothermel
Light Equipment Operator w/ CDL – David Saint
Light Equipment Operator/Mechanic – Keith Guistwite
Part Time Equipment Operator – Vernon Hecker
Receptionist Clerk/Typist/Zoning Secretary – Rita Agnetti
Personnel Committee – Keith Shuman, Vernon Hecker and Rita Agnetti

Hearing no questions on the motion, all members voted, "Aye". Motion carried

APPOINT TAX COLLECTION POSITIONS

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint Berks EIT Bureau as EIT/LST Collector for Maidencreek Township in 2008. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint Barbara Hassler as Real Estate and Amusement Tax Collector for Maidencreek Township in 2008. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

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A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint County of Berks/Tax Claim Bureau as Delinquent Real Estate Tax Collector for Maidencreek Township in 2008. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint the Township Secretary currently, Diane Hollenbach, as the person designated to issue Amusement Permits for Maidencreek Township in 2008. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to reappoint Patricia Hecker to the Maidencreek Township Authority Board with a term expiring on 12/31/12. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to reappoint James Schoellkopf, Jr. to the Maidencreek Township Planning Commission with a term expiring on 12/31/11. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to reappoint David Anspach to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/12. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 6-2008 to reappoint Jason Valick to the Maidencreek Township Zoning Hearing Board with a term expiring on 12/31/10 and to reappoint Ed Carlson as a Maidencreek Township Zoning Hearing Board Alternate with a term expiring on 12/31/10. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to reappoint J. Richard Thren as the Maidencreek Township Vacancy Board Chairman. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint Kevin Tobias as Maidencreek Township Auditor until the next Municipal Election. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

CAPITAL AUTHORIZATIONS, RESOLUTION 7-2008 AND RESOLUTION 8-2008

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to designate the Leesport Bank as depository for all Township funds and the collected tax funds of the Maidencreek Township Tax Collector. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to authorize Chairman to sign Survey of Financial Condition. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, 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. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to authorize any Supervisor to spend \$2,500.00 for emergency situations and the Public Works Director and Manager to spend \$600.00 at any time for daily operational needs during 2008. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to authorize the Township Manager to purchase Security Bonds for 2008 for the Secretary/Treasurer in the amount of \$800,000.00 and Real Estate Tax Collector in the amount of \$500,000.00. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

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A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 7-2008 Township Fee Schedule. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 8-2008 authorizing the Board to appoint Kosmerl and Company as the independent auditor to audit the financial records of 2007. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

APPOINT FIRE POLICE PERSONNEL

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint personnel to the following positions: Fire Police Captain -Floyd Richards. Hearing no questions on the motion, all members voted, "Aye.". Motion carried.

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to appoint personnel to the following positions: Fire Police Lieutenant – Adolf Montanya, Fire Police Sergeant – Vacant, Fire Police Personnel – Dan Miller, Sr., Greg Vulling and Michael Kauffman. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 9-2008

A motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adopt Resolution 9-2008 authorizing the Blandon Ambulance Service to provide emergency medical service to Maidencreek Township. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

Since there was no further business, a motion was made by Joseph Rudderow III, seconded by Claude Beaver, to adjourn the January 7, 2008 Maidencreek Township Reorganization Meeting. Hearing no questions on the motion, all members voted, "Aye." Motion carried. Meeting adjourned at 8:02 p.m.

Recording Secretary

Johanna Lella

Township Secretary

Diane Hollenbach

Cc: Board of Supervisors
Eugene Orlando, Rolland & 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
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, Maidencreek Township Authority Solicitor
Greg Unger, Systems Design Engineering, Inc., Maidencreek Township Authority Engineer
Barbara Hassler, Tax Collector

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Daniel Miller, Blandon Fire Company Chief
Chief Scott W. Eaken, Northern Berks Regional Police