

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 3, 2006 – 6:31 PM**

Attending: Roy Timpe, Robert Kopfer, Claude Beaver, Tom Unger of Systems Design Engineering, Inc., Eugene Orlando, Jr. of Roland & Schlegel, Keith Shuman – Public Works Director, Diane Hollenbach – Recording Secretary

Guests: J. Schoellkopf, Fay Isamoyer, Paul Martin, Tina Poole, Nicholas Timpe, Susan Myers, Harold Burgert, Penny Hummel

Roy Timpe called the January 3, 2006 Reorganization Meeting of the Maidencreek Township Board of Supervisors to order at 6:31 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 Roy Timpe as Chairperson Pro Tem and Diane Hollenbach as Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2006. 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 2006. Hearing no other nominations, the nominee was elected by acclamation.

A motion was made by Claude Beaver, seconded by Roy Timpe, to nominate Robert Kopfer as Vice Chairperson of the Maidencreek Township Board of Supervisors in 2006. 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 Roy Timpe, to appoint Robert Kopfer as Township EIT/OPT Representative for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Roy Timpe, to appoint Claude Beaver as Township EIT/OPT Alternate Representative for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Roy Timpe, to appoint Robert Kopfer as Agricultural Security Area Representative for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Roy Timpe, to appoint Robert Kopfer as Township Road Master for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Claude Beaver, to appoint Roy Timpe as Northern Berks Regional Police Commissioner for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Roy Timpe, to appoint Claude Beaver as Northern Berks Regional Police Commissioner Alternate for Maidencreek Township in 2006. 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 2006 Board of Supervisors meetings as the 2nd Thursday of each month at 7:00 PM at the Maidencreek Township Municipal Building with unfinished business to be continued on the 3rd Thursday of each month at 7:00 PM. All members voted, "Aye." Motion carried.

RESOLUTION 1-2006

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 1-2006 appointing

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Roland & Schlegel as solicitor for the Maidencreek Township Board of Supervisors and establishing a fee schedule for 2006.

RESOLUTION 2-2006

A motion was made by Claude Beaver, seconded by Roy Timpe, to adopt Resolution 2-2006 appointing Systems Design Engineering as engineering consultant for the Maidencreek Township Board of Supervisors and establishing a fee schedule for 2006. All members voted, "Aye." Motion carried. A bid for engineering service was received from Great Valley Consultants but SDE was less expensive.

RESOLUTION 3-2006

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 3-2006 appointing the following sewage enforcement officers for Maidencreek Township: Carl Wolfe, and Mark A. Kitzmiller, and Scott A. Steffy as alternates and establishing a fee schedule for 2006. All members voted, "Aye." Motion carried.

RESOLUTION 4-2006

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 4-2006 appointing Systems Design Engineering as Zoning and Code Enforcement Officer for Maidencreek Township for 2006. All members voted, "Aye." Motion carried.

RESOLUTION 5-2006

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 5-2006 appointing Systems Design Engineering as Building Code Official for the Maidencreek Township Board of Supervisors for 2006. All members voted, "Aye." Motion carried.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Berks EIT Bureau as EIT/OPT Collector for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Barbara Hassler as Real Estate and Amusement Tax Collector for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint GH Harris as Delinquent Per Capita Tax Collector for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Claude Beaver, to appoint the County of Berks Tax Claim Bureau as Delinquent Real Estate Tax Collector for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint the Township Secretary as the person designated to issue Amusement Tax for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

APPOINT PERSONNEL AND ADOPT RESOLUTION 6-2006 RATES OF PAY

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint people to the following positions: Diane Hollenbach as Administrator/Secretary Treasurer, Diane Hollenbach as Recycling Coordinator, Keith Shuman as Public Works Director, Colleen Donohue as Crossing Guard, Beverly Guistwite and cleaning personnel, David I Brown, David Kopfer, Ken Schnader, Robert Shuman, Tim Mills, Patrick Donovan, and Steve Ambrous Jr. as snowplow operators for 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 6-2006 establishing Personnel Positions and Rates of Pay for Maidencreek Township employees for 2006. All members voted, "Aye." Motion carried.

APPOINT VARIOUS BOARD POSITIONS

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Diane Hollenbach as

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Maidencreek Township Board of Supervisors Recording Secretary for 2006. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Claude Beaver, to appoint Rita Agnetti as Maidencreek Township Park & Recreation Recording Secretary for 2006. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint Systems Design Engineering, Inc. as the Maidencreek Township Park & Recreation Engineering Consultant for 2005. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Roy Timpe, to appoint Diane Hollenbach as Maidencreek Township Planning Commission Recording Secretary for 2005. Robert Kopfer and Roy Timpe voted, "Aye." Gloria Kemmerer abstained. Motion carried.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint Orlando & Strahn as Maidencreek Township Planning Commission Solicitor for 2005. All members voted, "Aye." Motion carried.

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to appoint Systems Design Engineering, Inc. as the Maidencreek Township Planning Commission Engineering Consultant for 2005. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint J. Richard Thren as Maidencreek Township Vacancy Board Chairperson for 2005. All members voted, "Aye." Motion carried. Roy Timpe explained to the audience that the Vacancy Board Chairman casts the deciding vote in appointing a Supervisor should a Supervisor not fulfill his term and the other two Supervisors can not agree on who to appoint.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint Keith Shuman, Vernon Hecker and Julie Guistwite to the Maidencreek Township Personnel Committee for 2005. All members voted, "Aye." Motion carried.

Gloria Kemmerer questioned if the Supervisors have the right to appoint the Zoning Hearing Board Solicitor. Gene Orlando stated that the Zoning Hearing Board must appoint their own Solicitor.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to reappoint Robert Shinn to the Maidencreek Township Authority Board with a term expiring on 12/31/09. All members voted, "Aye." Motion carried.

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to reappoint J. Richard Thren to the Maidencreek Township Planning Commission with a term expiring on 12/31/08. All members voted, "Aye." Motion carried.

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to reappoint Donald Glass to the Maidencreek Township Planning Commission with a term expiring on 12/31/08. All members voted, "Aye." Motion carried.

Gus Medina questioned if these long terms were normal because they seemed too long. Roy Timpe stated yes these were the normal terms of office.

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to reappoint David Anspach to the Maidencreek Township Park and Recreation Board with a term expiring on 12/31/07. All members voted, "Aye." Motion carried.

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to reappoint Jason Valick to the Maidencreek Township Zoning Hearing Board with a term expiring on 12/31/07. All members voted, "Aye." Motion carried.

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A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to reappoint Ed Carlson to the Maidencreek Township Zoning Hearing Board as an alternate with a term expiring on 12/31/07. All members voted, "Aye." Motion carried.

Diane Hollenbach asked if the Board would like to appoint any of the three applicants for the two open Park and Recreation Board positions. The Board decided to ask for a recommendation from the Park and Recreation Board before appointing two more members.

CAPITAL AUTHORIZATIONS, RESOLUTION 5-2004 AND RESOLUTION 6-2004

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to authorize any Supervisor to spend \$2500.00 for emergency situations and the Public Works Foreman or Administrator/Secretary-Treasurer to spend \$250.00 at any time for daily operational needs during 2005. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, 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 Gloria Kemmerer, seconded by Robert Kopfer, to authorize the Township Secretary/Treasurer to purchase Security Bonds for 2005 for Secretary/Treasurer in the amount of \$200,000.00 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 Gloria Kemmerer, seconded by Robert Kopfer, to adopt Resolution 7-2005 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 Gloria Kemmerer, seconded by Robert Kopfer, to instruct Secretary/Treasurer to deposit all Township Funds for 2005 at the First National Bank in Fleetwood and/or Leesport Bank. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, 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 Robert Kopfer, seconded by Gloria Kemmerer, to adopt Resolution 8-2005 authorizing the Board to appoint Kosmerl & Company as independent auditor to audit the financial records of 2004. All members voted, "Aye." Motion carried.

A motion was made by Gloria Kemmerer, 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

The position of Emergency Management Coordinator was discussed. Roy Timpe indicated that the current Coordinator does not have time with his work schedule to attend the needed classes. Todd Bubbenmoyer has applied for the position. The Board agreed to interview Mr. Bubbenmoyer before any appointments were made. Diane Hollenbach suggested that a letter of thanks be sent to Terry Manmiller for the service he has given as Emergency Management Coordinator. The Board of Supervisors authorized the Secretary to send the letter.

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint Keith Shuman as FEMA Coordinator Assistant for Maidencreek Township in 2005. All members voted, "Aye." Motion carried.

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A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint Daniel Miller, Sr. as PEMA Coordinator for Maidencreek Township in 2005. All members voted, "Aye." Motion carried.

Peter Costello of Colonial Court stated that he thinks the Board should be very careful in whom they appoint and not rubber stamp the appointments. Gloria Kemmerer explained that these people have been serving in these positions, have experience and are very capable of performing the duties.

APPOINT FIRE POLICE PERSONNEL

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to appoint personnel to the following positions:

Fire Police Captains	Ralph Shuman and Floyd Richards
Fire Police Lieutenant	Ronald Santoro.
Fire Police Sergeant	Steve Pencak
Fire Police Personnel	Donald Becker, Earnest Hamilton, Teresa Franke, Daniel Miller, Sr.

All members voted, "Aye." Motion carried.

RESOLUTION 9-2005 and RESOLUTION 10-2005

A motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to adopt Resolutions 9-2005 recognizing the Blandon Ambulance as the emergency medical service providers for Maidencreek Township in 2005. All members voted, "Aye." Motion carried.

A motion was made by Gloria Kemmerer, seconded by Robert Kopfer, to adopt Resolutions 10-2005 recognizing the Blandon Volunteer Fire Company as the emergency service providers for Maidencreek Township in 2005. All members voted, "Aye." Motion carried.

Since there was no further business, a motion was made by Robert Kopfer, seconded by Gloria Kemmerer, to adjourn the January 3, 2005 Maidencreek Township Reorganization Meeting. All members voted, "Aye." Motion carried. Meeting adjourned at 8:05 p.m.

Recording Secretary

Cc: Board of Supervisors
Eugene Orlando, Orlando & Strahn, 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