

**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. All members voted, "Aye." Motion carried.

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 Permits 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 personnel 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 as 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 Claude Beaver, seconded by Robert Kopfer, to appoint Systems Design Engineering, Inc. as the Maidencreek Township Park & Recreation Engineering Consultant for 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Diane Hollenbach as Maidencreek Township Planning Commission Recording Secretary for 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Roland & Schlegel as Maidencreek Township Planning Commission Solicitor for 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Systems Design Engineering, Inc. as the Maidencreek Township Planning Commission Engineering Consultant for 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to appoint Keith Shuman, Vernon Hecker, Diane Hollenbach, Roy Timpe, Robert Kopfer and Claude Beaver to the Maidencreek Township Personnel Committee for 2006. All members voted, "Aye." Motion carried.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by Claude Beaver, seconded by Roy Timpe, to reappoint Donald Keim to the Maidencreek Township Authority Board with a term expiring on 12/31/10. All members voted, "Aye." Motion carried.

A motion was made by Robert Kopfer, seconded by Claude Beaver, to reappoint David Brown to the Maidencreek Township Planning Commission with a term expiring on 12/31/09. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, to reappoint Randy Wolfe to the Maidencreek Township Planning Commission with a term expiring on 12/31/06. The motion died for a lack of a second.

A motion was made by Roy Timpe, seconded by Robert Kopfer, to appoint Tom Evanosky to the Maidencreek Township Planning Commission with a term expiring on 12/31/06. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to table Park and Recreation appointments until after the public hearing for the Park and Recreation Ordinance.

Keith Shuman stated that if Hether Quillman, who was up for reappointment, was not appointed to the Park and Rec Board, the Board would have trouble getting a quorum of its members. The Board of Supervisors agreed that they will be reducing the number of board members for Park and Recreation from 7 to 5. After the public hearing for the Park and Recreation Ordinance that reestablishes the Park and Rec Board, the Supervisors will entertain a resolution that sets the Park and Rec Board and assigns terms to its members. Diane Hollenbach will provide the current members attendance over the last two years to the Supervisors prior to the hearing. Hether Quillman stated that she has missed 1 meeting in the six years that she has been on the Park and Recreation Board.

All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to reappoint Jan Williams to the Maidencreek Township Zoning Hearing Board with a term expiring on 12/31/08. All members voted, "Aye." Motion carried.

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The vacant Maidencreek Township Zoning Hearing Board alternate position will be advertised in the Township Newsletter.

CAPITAL AUTHORIZATIONS, RESOLUTION 7-2006

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 2006. 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 2006 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 Claude Beaver, seconded by Robert Kopfer, to adopt Resolution 7-2006 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 Robert Kopfer, seconded by Claude Beaver, to instruct Secretary/Treasurer to deposit all Township Funds for 2006 at the First National Bank in Fleetwood and/or Leesport Bank. 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 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 Roy Timpe, to appoint Todd Bubbenmoyer as Maidencreek Township Emergency Management Coordinator for 2006. 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 2006. 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 2006. 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 Sergeant Steve Pencak, Personnel: Donald Becker, Earnest Hamilton, Teresa Franke, Michael Kauffman, Ralph Shuman, Ron Santoro and Daniel Miller, Sr. All members voted, "Aye." Motion carried.

RESOLUTION 8-2006 and RESOLUTION 9-2006

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolutions 8-2006 recognizing the Blandon Ambulance as the emergency medical service providers for Maidencreek Township in 2006. All members voted, "Aye." Motion carried.

A motion was made by Claude Beaver, seconded by Robert Kopfer, to adopt Resolutions 9-2006

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recognizing the Blandon Volunteer Fire Company as the emergency service providers for Maidencreek Township in 2006. 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 3, 2006 Maidencreek Township Reorganization Meeting. All members voted, "Aye." Motion carried. Meeting adjourned at 7:07 p.m.

Recording Secretary

Cc: Board of Supervisors
Eugene Orlando, Roalnd & 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
Daniel Miller, Blandon Fire Company Chief
Chief Scott W. Eaken, Northern Berks Regional Police