

**Maidencreek Township Board of Supervisors
Reorganization Meeting
January 7, 2013 – 7:00 PM**

Attending: Claude Beaver, David Franke, Joseph Rudderow III, Mark Kitzmiller - System Design Engineering, Inc., Diane Hollenbach – General Manager, Johanna Mattera -Recording Secretary

Guests: Chris Kline, Keith Shuman

Joseph Rudderow III called the January 7, 2013 Reorganization Meeting of the Maidencreek Township Board of Supervisors to order at 7:01 p.m.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Joseph Rudderow III as Chairperson Pro Tem and Diane Hollenbach as Secretary Pro Tem for the purpose of electing officers for the Township of Maidencreek in 2013. All members voted, "Aye." Motion carried.

PUBLIC COMMENT - none

CHAIRPERSON AND VICE CHAIRPERSON POSITIONS

A motion was made by Claude Beaver, seconded by David Franke, to nominate Joseph Rudderow III as Chairperson of the Maidencreek Township Board of Supervisors in 2013. Hearing no questions on the motion, members voted as follows; Claude Beaver and David Franke "Aye", Joseph Rudderow III "Abstained". Motion carried.

A motion was made by Claude Beaver, seconded by Joseph Rudderow III, to nominate David Franke as Vice Chairperson of the Maidencreek Township Board of Supervisors in 2013. Hearing no questions on the motion, members voted as follows; Claude Beaver and Joseph Rudderow III "Aye", David Franke "Abstained". Motion carried.

POSITIONS FILLED BY MEMBERS OF THE BOARD OF SUPERVISORS

A motion was made by David Franke, seconded by Claude Beaver, to appoint Joseph Rudderow III as Agricultural Security Area Representative for Maidencreek Township in 2013. Hearing no questions on the motion, members voted as follows; Claude Beaver and David Franke "Aye", Joseph Rudderow III "Abstained". Motion carried.

A motion was made by David Franke, seconded by Joseph Rudderow III, to appoint Claude Beaver as Township Road Master for Maidencreek Township in 2013. Hearing no questions on the motion, all members voted as follows; David Franke and Joseph Rudderow III "Aye", Claude Beaver "Abstained". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Joseph Rudderow III as Northern Berks Regional Police Commissioner for Maidencreek Township in 2013. Hearing no questions on the motion, members voted as follows; Claude Beaver and David Franke "Aye", Joseph Rudderow III "Abstained". Motion carried.

A motion was made by Joseph Rudderow III, seconded by David Franke, to appoint Claude Beaver as Northern Berks Regional Police Commissioner Alternate for Maidencreek Township in 2013. Hearing no questions on the motion, all members voted as follows; Joseph Rudderow III and David Franke "Aye", Claude Beaver "Abstained". Motion carried.

A motion was made by Claude Beaver, seconded by Joseph Rudderow III, to appoint David Franke as Tax Collection Committee Delegate for Maidencreek Township in 2013. Hearing no questions on the motion, all members voted as follows; Claude Beaver and Joseph Rudderow III "Aye", David Franke "Abstained". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Diane Hollenbach as Tax Collection Committee 1st Alternate Delegate for Maidencreek Township in 2013. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

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SET MONTHLY MEETING DATES AND APPROVE THE HOLIDAY SCHEDULE

A motion was made by Claude Beaver, seconded by David Franke, to set the meeting dates for the 2013 Board of Supervisors meetings as the 2nd Thursday of each month at 7:00 PM at the Maidencreek Township Municipal Building and approve the Holiday Schedule. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

DESIGNATE PUBLICATION FOR ADVERTISEMENT OF PUBLIC NOTICES

A motion was made by Claude Beaver, seconded by David Franke, 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. The Board will also be using the Township Website.

RESOLUTION 1-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 1-2013 appointing Diane Hollenbach as Township Manager. Hearing no questions on the motion, all members voted "Aye". Motion carried.

RESOLUTION 2-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 2-2013 appointing Orlando Law Office as Solicitor for 2013 to serve the Board of Supervisors, Planning Commission and Park and Recreation Board. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 3-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 3-2013 appointing System Design Engineering, Inc as Township Engineering Consultant for 2013 to serve the Board of Supervisors, Planning Commission and sets the hourly rate for each service. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 4-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 4-2013 appointing Systems Design Engineering, Inc. to serve the Park and Recreation Board for 2013 and sets the hourly rate for those services. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 5-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 5-2013 appointing Systems Design Engineering, Inc. to serve as Zoning Officer, Code Enforcement Officer and Building Code Official for 2013. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 6-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 6-2013 appointing Scott McCaffrey of Systems Design Engineering, Inc. to serve as primary Township Sewage Enforcement Officer, appoints alternate SEOs and sets the hourly rate for those services for 2013. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

APPOINT PERSONNEL AND ADOPT RESOLUTION 7-2013 RATES OF PAY

A motion was made by David Franke, seconded by Claude Beaver, to adopt Resolution 7-2013 establishing Personnel Positions and Rates of Pay for 2013. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to appoint Diane Hollenbach as Secretary/Treasurer. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to appoint Johanna Mattera as Board of Supervisors Recording Secretary. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Kim Rossetti as Park & Recreation Recording Secretary. Hearing no questions on the motion, all members voted "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Diane Hollenbach as Planning Commission Recording Secretary. Hearing no questions on the motion, all members voted "Aye". Motion carried.

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A motion was made by Claude Beaver, seconded by David Franke, to appoint Chris Kline as Emergency Management Coordinator – FEMA. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

Assistant Emergency Management Coordinator – FEMA – Tabled.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Diane Hollenbach as Open Records Officer. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

Alternate Open Records Officer – Tabled.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Diane Hollenbach as Recycling Coordinator. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Kim Rossetti as Clerk – non-union as needed. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Colleen Donohue as School Crossing Guard. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Mark Seidt and William Becker as Alternate School Crossing Guards. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Beverly Guistwite as Cleaning Person. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

Operation Director – Tabled.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Keith Shuman as Public Works Foreman. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Gene Rothermel and David Saint as Heavy Equipment Operator w/CDL. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

Light Equipment Operator w/CDL – Tabled.

Light Equipment Operator/Mechanic – Tabled.

Receptionist/Clerk/Typist/Zoning Secretary – Tabled.

A motion was made by Claude Beaver, seconded by David Franke, to appoint the following as Seasonal Snow Plow Operators - Benji Adam, Claude Beaver, Jon Gracely, Tim Machemer, Tim Mills and Cody Rhoads. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint the following as Personnel/Safety Committee; Diane Hollenbach, Keith Shuman and David Saint. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

APPOINT TAX COLLECTION POSITIONS

A motion was made by Claude Beaver, seconded by David Franke, to appoint Barbara Hassler as Real Estate and Amusement Tax Collector. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

A motion was made by David Franke, seconded by Joseph Rudderow III, to appoint County of Berks/Tax Claim Bureau as Delinquent Real Estate Tax Collector. Hearing no questions on the motion, all members voted as follows; David Franke and Joseph Rudderow III "Aye", Claude Beaver “Abstained”. Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint Diane Hollenbach as Township Representative to issue Amusement Permits. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

APPOINT PERSONNEL TO BOARD POSITIONS

A motion was made by David Franke, seconded by Joseph Rudderow III, to appoint Dan Novakovich to the Maidencreek Township Authority Board with a term expiring on 12/31/17. Hearing no questions on the motion, all members voted “Aye.” Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to reappoint David Anspach to the Maidencreek Township Planning Commission with a term expiring on 12/31/16. Hearing no questions on the motion, all members voted, “Aye”. Motion carried.

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A motion was made by David Franke, seconded by Claude Beaver, to reappoint Joel High to the Maidencreek Township Planning Commission with a term expiring on 12/31/16. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by David Franke, seconded by Claude Beaver, to appoint David Anspach to the Maidencreek Park & Recreation Board with a term expiring on 12/31/17. The Chairman stated in an earlier appointment that he would like to see others appointed to the Boards so that no one person had to serve on two Boards. Hearing no questions on the motion, all members voted as follows: David Franke and Claude Beaver "Aye", Joseph Rudderow III "Abstained". Motion carried.

RESOLUTION 8-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 8-2013 reappointing J. Richard Thren to the Zoning Hearing Board with a term expiring 12/31/15 and to appoint Richard Wick as an alternate to the Zoning Hearing Board to fill the remainder of Barry Bentz's term to expire 12/31/14. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to set the rate of the Zoning Hearing Board Solicitor limited at \$155.00 per hour not to exceed \$500 per hearing. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to appoint David Brown as the Vacancy Board Chairman. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 9-2013

A motion was made by Claude Beaver, seconded by Joseph Rudderow III, to adopt Resolution 9-2013 to appoint David Franke, Hether Quillman and Matt Davenport to the Joint Planning Commission with a term expiring 12/31/2013. Hearing no questions on the motion, the members voted, "Aye". Motion carried.

CAPITAL AUTHORIZATIONS, RESOLUTION 10-2013

A motion was made by Claude Beaver, seconded by David Franke, to designate VIST Bank, Fleetwood Bank, Affinity Bank and Metro Bank as depository for Township funds and VIST Bank for the collected taxes of the Maidencreek Township. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, 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 Claude Beaver, seconded by David Franke, to authorize any Supervisor to spend \$2,500.00 for emergency situations and the Manager to spend \$600 at any time for daily operational needs during 2013. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

A motion was made by Claude Beaver, seconded by David Franke, to authorize the Township Manger to purchase Security Bonds for 2013 for the Secretary/Treasurer in the amount of \$500,000.00 and Real Estate Tax Collector in the amount of \$500,000.00. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

RESOLUTION 10-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 10-2013 appointing Kosmerl & Co. to audit the financial records of 2012. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

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RESOLUTION 11-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 11-2013 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.

RESOLUTION 12-2013

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 12-2013 authorizing the Blandon Fire Company to provide fire protection and emergency medical service to Maidencreek Township. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

RESOLUTION 13-2013 and APPOINT FIRE POLICE PERSONNEL

A motion was made by Claude Beaver, seconded by David Franke, to adopt Resolution 13-2013 appointing Blandon Fire Company Fire Police to provide service in Maidencreek Township in 2013. Hearing no questions on the motion, all members voted, "Aye". Motion carried.

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

Fire Police Captain – Floyd Richards

Fire Police Lieutenant – Teresa Franke

Fire Police Sergeant – Annette Becker

Fire Police Personnel – Herbert Schumaker II (4), Daniel Millers, Sr. (210)

Hearing no questions on the motion, all members voted as follows; Claude Beaver and Joseph Rudderow III "Aye" and David Franke "Abstain". Motion carried.

Since there was no further business, a motion was made by Claude Beaver, seconded by David Franke, to adjourn the January 7, 2013 Reorganization Meeting at 7:42 pm. Hearing no questions on the motion, all members voted, "Aye." Motion carried.

Recording Township Secretary, January 7, 2013

Township Secretary, January 7, 2013