

**TILDEN TOWNSHIP BOARD OF SUPERVISORS**

Monday, January 5, 2009  
Re-organization Meeting

The Tilden Township Board of Supervisors held their re-organization meeting on Monday, January 5, 2009, at 8:00 A.M. The following were present: Supervisors Troy Hatt, Russell Werley and Judy Romig, Township Secretary Cheryl Haus, Township Solicitor James Lillis and several citizens. A copy of the roster is on file with the secretary.

Chairman, Troy Hatt called the re-organization meeting to order at 8:02 A.M followed by the Pledge of Allegiance.

A motion was made by Judy Romig and seconded by Russ Werley to elect Cheryl Haus as Temporary Chairperson. Upon roll call, Hatt, Werley and Romig voted yes.

**CHAIRPERSON**

Ms. Haus asked for nominations for Chairperson. Judy Romig made a motion and Troy Hatt seconded the motion to nominate Russ Werley as Chairperson. Upon roll call, Romig and Hatt voted yes.

**VICE CHAIRPERSON**

A motion was made by Troy Hatt and seconded by Russ Werley to elect Judy Romig as vice chairperson. Upon roll call, Werley voted yes and Hatt voted yes.

No public participation

**APPOINT SECRETARY-TREASURER**

A motion was made by Judy Romig and seconded by Troy Hatt to appoint Cheryl Haus, township secretary-treasurer. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

**COMPENSATION-TOWNSHIP SECRETARY/TREASURER**

A motion was made by Judy Romig and seconded by Troy Hatt to set the salary of the township secretary-treasurer at \$30,000.00. Upon roll call, Werley voted yes, Hatt voted yes and Romig voted yes.

**TREASURER'S BOND**

A motion was made by Troy Hatt and seconded by Judy Romig to purchase the Treasurer's Bond for 2009 in the amount of \$2,300,000.00 from Essick & Barr at the quoted price of \$1,402.00. Upon roll call, Romig, Werley and Hatt voted yes.

Amount of Bond	<u>Strausser Ins.</u>	<u>H.A. Thompson</u>	<u>Essick &amp; Barr</u>
\$2,300,000	no quote	\$2,627.00	\$1,402.00

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HOLIDAYS

A motion was made by Judy Romig and seconded by Troy Hatt for the following 8 paid holidays for full-time employees. New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day. Upon roll call, Romig, Werley and Hatt voted yes.

TOWNSHIP SUPERVISORS/TOWNSHIP EMPLOYEES

A motion was made by Judy Romig, seconded by Russ Werley to employ Supervisors Troy Hatt, Judy Romig and Russ Werley, as an equipment operator, general foreman, or in any general work as required in the maintenance of township roads, buildings, equipment and property at the rate set by the auditors. Upon roll call, Romig, Hatt and Werley voted yes.

APPOINT ASSISTANT SECRETARY & SET SALARY

A motion was made by Russ Werley and seconded by Judy Romig to appoint Stacy Degler as Assistant Secretary for 2009 as per the current wage scale. Upon roll call, Romig, Werley and Hatt voted yes.

APPOINT ROADMASTER

A motion was made by Troy Hatt, seconded by Judy Romig to reappoint Russell Werley as roadmaster. Upon roll call, Hatt voted yes and Romig voted yes.

APPOINT ASSISTANT ROADMASTER

A motion was made by Judy Romig, seconded by Troy Hatt to appoint Roy Shollenberger as assistant roadmaster. Upon roll call, Romig voted yes, Hatt voted yes and Werley voted yes.

TOWNSHIP SOLICITOR

A motion was made by Judy Romig and seconded by Troy Hatt to reappoint James Lillis and the law firm of Kozloff Stoudt as township solicitor. Upon roll call, Romig voted yes, Hatt voted yes and Werley voted yes.

TOWNSHIP ENGINEER

A motion was made by Russ Werley and seconded by Troy Hatt to reappoint Ron Tirpak and the firm of Carbon Engineering, Inc., as the township engineer. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

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AUDITING FIRM

A motion for Resolution # 10, 2009 was made by Judy Romig and seconded by Russ Werley to appoint Reinsel Kuntz Leshner, LLP as the CPA firm for auditing the 2008 Financial Records of Tilden Township and the Tilden Township Tax Collector. Upon roll call, Romig, Werley and Hatt voted yes.

ZONING HEARING BOARD

As per the MPC, terms are for 5 years.

A motion was made by Judy Romig, seconded by Troy Hatt to re-appoint Frederick Herman and reappoint the other members of the Zoning Hearing Board: Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

Ronnie Arndt, Sr.	(January, 2013)
Frederick Herman	(January, 2014)
Donna Bausher	(January, 2010)
Marie Rightmyer	(January, 2011)
Jon Larrabee	(January, 2012)

MEETING PAY

A motion was made by Russ Werley and seconded by Judy Romig to keep the same meeting pay of \$30.90 per meeting for the Zoning Hearing Board. Upon roll call, Romig, Werley and Hatt voted yes.

APPLICATION FILING FEES

A motion for Resolution # 1, 2009, for a fee of \$1500.00 for any zoning hearing brought before the Zoning Hearing Board and/or Board of Supervisors, was made by Judy Romig and seconded by Troy Hatt. Upon roll call, Werley, Romig and Hatt voted yes.

ZONING OFFICER

A motion was made by Judy Romig and seconded by Russ Werley to appoint Anthony Merklinger and Alfred Benesch & Company as zoning officer. Upon roll call, Werley voted yes, Hatt voted yes and Romig voted yes.

CODE ENFORCEMENT OFFICER

A motion was made by Russ Werley and seconded by Judy Romig to appoint Alfred Benesch & Company as Code Enforcement Officer. Upon roll call Werley voted yes, Romig voted yes and Hatt voted yes.

ZONING / BUILDING PERMIT FEES

A motion for Resolution #2, 2009 to set Zoning / Building permit fees as per the attached schedule, was made by Judy Romig and seconded by Russ Werley. Upon roll call, Romig, Werley and Hatt voted yes.

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APPOINTMENTS - EMPLOYEESPOLICE DEPARTMENT

A motion was made by Judy Romig and seconded by Troy Hatt to reappoint Dennis Schwoyer as Police Chief and William McEllroy, III as a regular full-time Police Officer in the Tilden Township Police Department, with salaries and benefits as per their contracts. Upon roll call, Romig, Hatt and Werley voted yes.

SCHOOL CROSSING GUARD

A motion was made by Troy Hatt and seconded by Judy Romig to retain Tischa Holl as school crossing guard. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

PART TIME ROAD DEPARTMENT EMPLOYEES

A motion was made by Russ Werley, seconded by Troy Hatt to employ the following part-time road department employees:

Russell Werley,	CDL Driver & laborer
Roy Shollenberger,	CDL Driver & Laborer
Barry Luckenbill,	CDL Driver & Laborer as needed
Tim Luckenbill,	CDL Driver & laborer as needed
Arthur Miller,	Driver & Laborer as needed
Mahlon Berk,	CDL Driver & Laborer as needed
Donald Raezer,	CDL Driver & Laborer as needed
Karl Halye,	Driver & Laborer as needed
Scott Haus,	Driver & Laborer as needed
Troy Ovechka,	Driver & Laborer as needed
Kermit Shollenberger	Grader Operator as needed

Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

DRIVEWAY INSPECTOR

A motion was made by Troy Hatt and seconded by Judy Romig to reappoint Russ Werley as driveway inspector. Upon roll call, Hatt voted yes and Romig voted yes.

DRIVEWAY PERMIT FEE

A motion for Resolution # 3, 2009 was made by Russ Werley and seconded by Judy Romig to continue charging the fee of \$50.00 for a driveway permit. Upon roll call, Romig, Hatt and Werley voted yes.

PLANNING COMMISSION SECRETARY & CLERK/ZONING HEARING BOARD

A motion was made by Judy Romig and seconded by Russ Werley to reappoint Cheryl Haus, as planning commission secretary and clerk to the Zoning Hearing Board. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

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CLEANING PERSON - TOWNSHIP BUILDING

A motion was made by Judy Romig and seconded by Troy Hatt to retain Judith Grumbine to clean the municipal building, office and police office. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

SET EMPLOYEES WAGES

A motion was made by Judy Romig and seconded by Troy Hatt to set employee wages per the following scale:

BASE RATES:

Starting rate	----\$ 10.82/hr.
6 mos.	----- \$ 11.33/hr.
1 yr.	----- \$ 11.90/hr.
2 yrs.	----- \$ 12.41/hr.
3 yrs.	----- \$ 12.98/hr.
4 yrs.	----- \$ 13.49/hr.
5 yrs.	----- \$ 14.06/hr.
6 yrs.	----- \$ 14.57/hr.
7 yrs.	----- \$ 15.14/hr.
8 yrs.	----- \$ 15.66/hr.
9 yrs. Or more	----\$ 16.22/hr.

Upon roll call, Romig, Hatt and Werley voted yes.

A motion was made by Judy Romig and seconded by Troy Hatt to pay the following wages:

School Crossing Guard	-----	\$ 10.00/hr.
Laborer (Clean Twp. Bldg.)	-----	\$ 10.30/hr.
Secretary's fee to handle the administrative duties of the planning commission		\$185.00/mo.
Secretary's fee to handle the administrative duties to the zoning hearing board		\$ 30.00/mtg.

Upon roll call, Hatt voted yes, Romig voted yes and Werley voted yes.

WAGES / POLICE DEPARTMENT-PART-TIME

A motion was made by Troy Hatt and seconded by Judy Romig to set the part-time police officer wages as:

Corporal	\$ 17.77/hr.
Patrolman	\$ 17.00/hr.
Newly hired patrolman	\$ 12.36/hr.

Upon roll call, Romig, Werley and Hatt voted yes.

CHAIRMAN / VACANCY BOARD

A motion was made by Russ Werley and seconded by Troy Hatt to appoint Roy Borkey to the position of Chairman of the Vacancy Board. Upon roll call, Romig voted yes, Werley voted yes and Hatt voted yes.

LOCAL SERVICES TAX & AMUSEMENT TAX COLLECTOR

A motion was made by Troy Hatt and seconded by Russ Werley to appoint Sunshine Weiss to collect the LST & Amusement taxes. Upon roll call, Hatt and Werley voted yes. Judy Romig voted no.

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TAX COLLECTOR COMMISSION/COLLECTION OF LOCAL SERVICES TAXES, AMUSEMENT TAX & STREET LIGHT TAX

A motion was made by Judy Romig and seconded by Troy Hatt to pay the tax collector a 5% commission to collect the Local Services Tax, Amusement Tax, street light tax and prior per capita tax. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

DELINQUENT TAX COLLECTOR (PRIOR YEAR TAXES)

A motion was made by Russ Werley and seconded by Judy Romig to appoint Sunshine Weiss to collect the prior year real estate, per capita, West Hamburg Street Light, TIP Street Light and Local Services taxes for the fiscal year 2008 until January 31, 2009 and to collect the 4<sup>th</sup> quarter interim taxes until June 2009. Upon roll call, Romig voted yes, Werley voted yes and Hatt voted yes.

SEWAGE ENFORCEMENT OFFICER

A motion was made by Russ Werley and seconded by Judy Romig to appoint Alfred Benesch & Company as the sewage enforcement officer for the fiscal year 2009. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

ALTERNATE SEWAGE ENFORCEMENT OFFICER

A motion was made by Judy Romig and seconded by Troy Hatt to appoint Alfred Benesch & Company as alternate sewage enforcement officers for the fiscal year 2009. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

SEWAGE PERMIT FEES

A motion for Resolution # 4, 2009 was made by Judy Romig and seconded by Troy Hatt to adopt the Sewage Fees, as attached, and to include with the sewage permit fees, a fee for hearings under the Sewage Facilities Act. Hearing requested by the applicant - initial fee - \$1,000.00 plus an additional fee to include stenographic costs and counsel fees to be paid prior to the issuance of the decision. Upon roll call, Romig, Werley and Hatt voted yes.

EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Judy Romig and seconded by Troy Hatt to appoint Cheryl Haus as Emergency Management Coordinator for 2009. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

DEPUTY EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Troy Hatt and seconded by Judy Romig to appoint James Landis and Stacy Degler as Deputy Emergency Management Coordinators. Upon roll call, Romig, Werley and Hatt voted yes.

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**PLANNING COMMISSION MEMBERS**

As per Ordinance # 140, 2002, the terms of the members shall be for four (4) years.

Dale Keener,	January, 2011
Kristi Koinski,	January, 2011
Tom Hojnowski,	January, 2010
William Byassee,	January, 2009
JoAnn Rahauser,	January, 2012

Mr. Byassee was not re-appointed to the Planning Commission as per his initial request not to be. He will continue to serve on the Planning Commission Board until he is replaced.

**SUBDIVISION FILING FEES**

A motion for Resolution # 5, 2009 was made by Russ Werley and seconded by Troy Hatt to adopt the Subdivision Filing fees as per the attached sheet. Upon roll call, Romig, Werley and Hatt voted yes.

**PARK & RECREATION BOARD**

The Park & Recreation Board consists of 5 or 7 members---5 year terms

A motion was made by Judy Romig and seconded by Troy Hatt to reappoint Natalie Leshner and the other members, to the Park & Recreation Board. Upon roll call, Romig, Werley and Hatt voted yes.

Beth Jackowski	January 2011	
Mark Swank	January 2013	
Joel Reimert	January 2010	
Natalie Leshner	January 2014	
Kathy Kauffman	January 2012	
Vacant	January 2012	
Vacant	January 2013	(Shollenberger)

Upon roll call, Romig, Werley and Hatt voted yes.

**REPRESENTATIVE/BERKS COUNTY COOPERATIVE PURCHASING COUNCIL**

A motion was made by Judy Romig and seconded by Troy Hatt to designate Cheryl Haus as the representative and Stacy Degler as the alternate to serve on the Berks County Cooperative Purchasing Council. Upon roll call, Hatt voted yes, Romig voted yes and Werley voted yes.

**REPRESENTATIVES/NORTHERN BERKS RECREATION COMMISSION**

A motion was made by Judy Romig, seconded by Troy Hatt to reappoint Barry Shollenberger as the delegate and Donald Waldron and Pat Adams as alternates to serve on the Northern Berks Recreation Commission. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

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HISTORICAL SOCIETY

A motion was made by Judy Romig and seconded by Troy Hatt to re-appoint the following members to the Historical Society.

Jeff Hartman  
Christine Katzaman  
Jane Hornberger  
Anna & Roy Shollenberger  
Thomas G. Werley, Jr.  
Jim Landis  
Robert & Avalona Hartman  
Jean Schappelle  
Sandra & Kevin Towles  
Donald Moyer  
Judy Romig  
Elsie Showers

Upon roll call, Romig, Hatt and Werley voted yes.

ENVIRONMENTAL ADVISORY COUNCIL

5 members

A motion was made by Russ Werley and seconded by Judy Romig to re-appoint the following members to the Environmental Advisory Council.

Mark Swank  
Pat Adams  
Matt Wlasniewski  
Betty Haag

Upon roll call, Werley, Romig and Hatt voted yes.

A motion was made by Judy Romig and seconded by Troy Hatt to appoint Shawn Arbaugh to the Environmental Advisory Council. Upon roll call, Romig, Hatt and Werley voted yes.

DEPOSITORIES

A motion was made by Russ Werley and seconded by Troy Hatt to retain the depository as follows: VIST Financial as depository for the General Fund, Payroll Fund, Park & Recreation Fund and West Hamburg Street Light Fund, State Fund, Capital Reserve Fund, SEO Fund, Recreation Fund, Sewer Fund, TIP Street Light Fund, Traffic Light Fund, Sovereign Grant, Park Land Fund, and all the Escrow Funds. Upon roll call, Werley, Romig and Hatt voted yes.

CERTIFY DELEGATES

A motion was made by Judy Romig and seconded by Troy Hatt to appoint the township supervisors and the secretary as delegates to attend the PSATS State Convention to be held on April 19th - 22nd, 2009 at the Hershey Lodge & Convention Center. Upon roll call, Hatt voted yes, Romig voted yes and Werley voted yes.

DESIGNATE VOTING DELEGATE

A motion was made by Russ Werley, seconded by Troy Hatt to appoint Cheryl Haus, as the voting delegate at the PSATS convention. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.



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REIMBURSEMENT FOR EXPENSES

A motion was made by Judy Romig, seconded by Troy Hatt to authorize the treasurer to pay the registration fees and room deposit for the PSATS convention from the General Fund as per the township code, Section 612. This amount to be deducted when the delegates are reimbursed for their allowable expenses. Upon roll call, Werley voted yes, Romig voted yes and Hatt voted yes.

REIMBURSEMENT - MILEAGE EXPENSE

A motion for Resolution # 6, 2009 was made by Judy Romig and seconded by Troy Hatt to reimburse township personnel for use of their personal vehicles for mileage, as per the IRS rate, of .55 cents/mile, for 2009. Upon roll call, Werley, Romig and Hatt voted yes.

ATTENDANCE / WORKSHOPS & PAYMENT OF REGISTRATION FEES & EXPENSES

A motion was made by Judy Romig and seconded by Troy Hatt to authorize officials to attend various workshops, including the secretary to attend the PLGSA conference, and the township to reimburse the official for registration fees and expenses. Upon roll call, Romig, Werley and Hatt voted yes.

FEE SCHEDULE

A motion for Resolution # 7, 2009, was made by Russ Werley and seconded by Troy Hatt for fees and charges for hearings, variances, special exceptions, curative amendments, conditional use hearings, zoning books, maps and preliminary opinion requests as per the attached fee schedule. Upon roll call, Werley, Romig and Hatt voted yes.

ADJOURNMENT

Since there was no further business, a motion was made by Troy Hatt and seconded by Judy Romig to adjourn the re-organization meeting at 8:55 A.M. Upon roll call Werley voted yes, Romig voted yes and Hatt voted yes.

ATTEST:

Cheryl A. Haus  
Secretary