

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

The Tilden Township Board of Supervisors held their re-organization meeting on Monday, January 3, 2012, at 8:00 A.M. The following were present: Supervisors Russell Werley, Judy Romig, and Gene Schappell, Township Secretary Cheryl Haus, Township Solicitor James Lillis and several citizens. A copy of the roster is on file with the secretary.

Chairman, Russell Werley called the re-organization meeting to order at 8:10 A.M followed by the Pledge of Allegiance.

Chairman, Russ Werley nominated James Lillis, Solicitor, as Temporary Chairperson.

CHAIRPERSON

Mr. Lillis asked for nominations for Chairperson. Gene Schappell made a motion and Judy Romig seconded the motion to nominate Russ Werley as Chairperson. No other nominations were received. A motion was made by Judy Romig and seconded by Gene Schappell to close the nominations. Upon roll call by name, Gene Schappell voted for Russ Werley and Judy Romig voted for Russ Werley.

VICE CHAIRPERSON

A motion was made by Gene Schappell and seconded by Russ Werley to nominate Judy Romig as vice chairperson. Judy Romig made a motion to elect Gene Schappell as Vice-Chairperson. A second was not received. Upon roll call, Werley voted to elect Judy Romig and Schappell voted to elect Judy Romig for Vice-Chairperson.

No public participation

APPOINT SECRETARY-TREASURER-MANAGER

A motion was made by Judy Romig and seconded by Gene Schappell to appoint Cheryl Haus as Secretary-Treasurer-Manager. Upon roll call, Werley, Romig and Schappell voted yes.

COMPENSATION-TOWNSHIP SECRETARY/TREASURER/MANAGER

A motion was made by Judy Romig and seconded by Gene Schappell to set the salary of the township secretary-treasurer-manager at an increase of 3% totaling \$38,882.50, for 2012. Upon roll call, Werley, Romig and Schappell voted yes.

TREASURER'S BOND

A motion was made by Russ Werley and seconded by Judy Romig to purchase the Treasurer's Bond for 2012 in the amount of \$2,300,000.00 from Essick & Barr at the quoted price of \$1,402.00.

<u>Amount of Bond</u>	<u>Keystone Insurers Group.</u>	<u>H.A. Thompson</u>	<u>Essick & Barr</u>
\$2,300,000	\$1,498.00	\$2,840.00	\$1,402.00

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

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

PAID HOLIDAYS

A motion was made by Judy Romig and seconded by Gene Schappell 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 Schappell voted yes.

TOWNSHIP SUPERVISORS/TOWNSHIP EMPLOYEES

A motion was made by Russ Werley, seconded by Judy Romig to employ Supervisor Gene Schappell as an employee at the rate set by the auditors. Upon roll call, Werley and Romig voted yes.

A motion was made by Judy Romig and seconded by Gene Schappell to employ Russ Werley as an employee at the rate set by the auditors. Upon roll call, Romig and Schappell voted yes.

A motion was made by Russ Werley and seconded by Gene Schappell to employ Judy Romig as an employee at the rate set by the auditors. Upon roll call, Schappell 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 2012, with a 3% increase to \$14.92 per hour. Upon roll call, Romig, Werley and Schappell voted yes.

APPOINT ROADMASTER

A motion was made by Judy Romig, seconded by Russ Werley to appoint Michael Quick as Roadmaster with a 3% increase to \$21.94 per hour. Upon roll call, Werley, Schappell and Romig voted yes.

APPOINT ASSISTANT ROADMASTER

A motion was made by Russ Werley, seconded by Judy Romig to appoint LeRoy Strunk as assistant Roadmaster with a 5% increase and a \$750.00 stipend to \$17.16 per hour. Upon roll call, Romig, Werley and Schappell voted yes.

DRIVEWAY INSPECTOR

A motion was made by Russ Werley and seconded by Judy Romig to appoint Michael Quick as driveway inspector. Upon roll call, Werley, Romig and Schappell voted yes.

TOWNSHIP SOLICITOR

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

TOWNSHIP ENGINEER

A motion was made by Russ Werley and seconded by Judy Romig to reappoint Ron Tirpak and the firm of Carbon Engineering, Inc., at a rate increase of 4%, as the township engineer. Upon roll call, Werley, Romig and Schappell voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

ZONING HEARING BOARD

A motion was made by Russ Werley and seconded by Judy Romig to re-appoint Karl Halye to a 5 year term (January 2017) with the Zoning Hearing Board. Upon roll call, Romig, Werley and Schappell voted yes.

MEETING PAY

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

APPLICATION FILING FEES

A motion for Resolution # 1, 2012 was made by Russ Werley and seconded by Judy Romig, for a fee of \$1500.00 for any zoning hearing brought before the Zoning Hearing Board and/or Board of Supervisors. Upon roll call, Romig, Schappell and Werley voted yes.

ZONING OFFICER

A motion was made by Judy Romig and seconded by Gene Schappell to appoint Alfred Benesch & Company and Anthony Merklinger, at a rate increase of 1%, as zoning officer. Upon roll call, Romig, Schappell and Werley voted yes.

CODE ENFORCEMENT OFFICER

A motion was made by Gene Schappell and seconded by Judy Romig to appoint Alfred Benesch & Company and Anthony Merklinger at a rate increase of 1%, as Code Enforcement Officer. Upon roll call, Romig, Werley and Schappell voted yes.

ZONING / BUILDING PERMIT FEES

A motion for Resolution #2, 2012 was made by Russ Werley and seconded by Judy Romig to set Zoning / Building permit fees as per the attached schedule. Upon roll call, Werley, Romig and Schappell voted yes.

APPOINTMENTS - EMPLOYEESPART TIME ROAD DEPARTMENT EMPLOYEES

A motion was made by Russ Werley and seconded by Judy Romig to employ the following part-time road department employees, as needed:

Michael Quick	CDL Driver & Laborer
LeRoy Strunk	CDL Driver & Laborer
Arthur Miller	Driver & Laborer
Michael Hoffmann	CDL Driver & Laborer
Tim Luckenbill	CDL Driver & Laborer
Robert Gelsinger	CDL Driver & Laborer
Matthew Luckenbill	Driver & Laborer
Mahlon Berk,	CDL Driver & Laborer
Kermit Shollenberger	Grader Operator
Donald Raezer,	CDL Driver & Laborer
Karl Halye,	Driver & Laborer
Scott Haus,	Driver & Laborer
Troy Ovechka,	Driver & Laborer
Adam Fornwalt	Driver & Laborer

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

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

PLANNING COMMISSION SECRETARY

A motion was made by Russ Werley and seconded by Judy Romig to appoint Anna Shollenberger at a rate of \$185.00 per month to handle the administrative duties of the Planning Commission. Upon roll call, Werley, Romig and Schappell voted yes.

ZONING HEARING CLERK

A motion was made by Judy Romig and seconded by Russ Werley to appoint Cheryl Haus, at a rate of \$30.00 per hearing to handle the administrative duties of the zoning hearing board. Upon roll call, Romig, Werley and Schappell voted yes.

CHAIRMAN / VACANCY BOARD

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

LOCAL SERVICES TAX & AMUSEMENT TAX COLLECTOR

A motion was made by Russ Werley and seconded by Judy Romig to appoint Dorothy McLaughlin to collect the LST & Amusement taxes. Upon roll call, Werley, Romig and Schappell voted yes.

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

A motion was made by Russ Werley and seconded by Judy Romig to pay the tax collector a 5% commission to collect the Local Services Tax, Amusement Tax and street light taxes. Upon roll call, Werley, Romig and Schappell

DELINQUENT TAX COLLECTOR (PRIOR YEAR TAXES)

A motion was made by Russ Werley and seconded by Gene Schappell to appoint Dorothy McLaughlin to collect the prior year real estate, West Hamburg Street Light, TIP Street Light and Local Services taxes for the fiscal year 2011 until January 31, 2012 and to collect the 4th quarter interim taxes until January 31, 2012. Upon roll call, Werley, Schappell and Romig voted yes.

SEWAGE ENFORCEMENT OFFICER

A motion was made by Judy Romig and seconded by Gene Schappell to appoint GreenSite Environmental and James Milnes as the sewage enforcement officer. Upon roll call, Romig, Schappell and Werley voted yes.

ALTERNATE SEWAGE ENFORCEMENT OFFICER

A motion was made by Judy Romig and seconded by Russ Werley to appoint Alfred Benesch & Company as alternate sewage enforcement officers. Upon roll call, Werley, Schappell and Romig voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

SEWAGE PERMIT FEES

A motion for Resolution # 3, 2012 was made by Judy Romig and seconded by Gene Schappell 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, Schappell and Werley voted yes.

EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Russ Werley and seconded by Judy Romig to appoint Troy Hatt as Emergency Management Coordinator for 2012. Upon roll call, Werley, Romig and Schappell voted yes.

DEPUTY EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Russ Werley and seconded by Judy Romig to appoint James Landis, as Deputy Emergency Management Coordinator. Upon roll call, Werley, Romig and Schappell voted yes.

TILDEN TOWNSHIP FIRE MARSHALL

A motion was made by Russ Werley and seconded by Gene Schappell to appoint Troy Hatt as Tilden Township Fire Marshall. Upon roll call, Werley, Schappell and Romig voted yes.

FIRE CODES INSPECTOR

A motion was made by Gene Schappell and seconded by Russ Werley to appoint Anthony Merklinger and Alfred Benesch & Company as Fire Codes Inspector. Upon roll call, Schappell, Romig and Werley voted yes.

ASSISTANT FIRE CODES INSPECTOR

A motion was made by Russ Werley and seconded by Judy Romig to appoint Troy Hatt as Assistant Fire Codes Inspector. Upon roll call, Werley, Romig and Schappell voted yes.

PLANNING COMMISSION MEMBERS

A motion was made by Judy Romig and seconded by Russ Werley to reappoint JoAnn Rahauser (January 2016) to the Planning Commission. Upon roll call, Werley, Schappell and Romig voted yes.

SUBDIVISION FILING FEES

A motion for Resolution # 4, 2012 was made by Russ Werley and seconded by Judy Romig to adopt the Subdivision Filing fees, as per the attached sheet, for 2012. Upon roll call, Romig, Werley and Schappell voted yes.

PARK & RECREATION BOARD

A motion was made by Russ Werley and seconded by Gene Schappell to reappoint Tom Romig (January 2017) to the Park & Recreation Board. Upon roll call, Werley, Schappell and Romig voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

REPRESENTATIVES/NORTHERN BERKS RECREATION COMMISSION

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

REPRESENTATIVE/BERKS COUNTY COOPERATIVE PURCHASING COUNCIL

A motion was made by Russ Werley and seconded by Judy Romig 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, Werley, Romig and Schappell voted yes.

ENVIRONMENTAL ADVISORY COUNCIL

A motion was made by Judy Romig and seconded by Gene Schappell to re-appoint Mark Swank, Pat Adams and Robin Fralick to the Environmental Advisory Council. Upon roll call, Romig, Schappell and Werley voted yes.

DEPOSITORIES

A motion was made by Russ Werley and seconded by Judy Romig 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 Schappell voted yes.

CERTIFY DELEGATES

A motion was made by Russ Werley and seconded by Judy Romig to appoint the township supervisors and the secretary as delegates to attend the PSATS State Convention to be held on May 6-9, 2012 at the Hershey Lodge & Convention Center. Upon roll call, Romig, Werley and Schappell voted yes.

DESIGNATE VOTING DELEGATE

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

REIMBURSEMENT FOR EXPENSES

A motion was made by Russ Werley and seconded by Gene Schappell 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, Schappell and Romig voted yes.

REIMBURSEMENT - MILEAGE EXPENSE

A motion was made by Gene Schappell and seconded by Russ Werley for Resolution # 5, 2012, to reimburse township personnel for use of their personal vehicles, for mileage, as per the IRS rate, of 55.5 cents/mile. Upon roll call, Schappell, Werley and Romig voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Tuesday, January 3, 2012
Re-organization Meeting

ATTENDANCE / WORKSHOPS & PAYMENT OF REGISTRATION FEES & EXPENSES

A motion was made by Russ Werley and seconded by Judy Romig 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, Schappell and Werley voted yes.

FEE SCHEDULE

A motion for Resolution # 6, 2012 was made by Russ Werley and seconded by Judy Romig for fees and charges for hearings, variances, special exceptions, curative amendments, conditional use hearings, zoning books, maps, preliminary opinion requests, solicitation permits, driveway permits and facilities use and fire inspections, as per the attached fee schedule. Upon roll call, Romig, Schappell and Werley voted yes.

PENSION PLAN ADMINISTRATOR

A motion was made by Judy Romig and seconded by Russ Werley to appoint Cheryl Haus as Pension Plan Administrator, R. J. Hall & Company as Plan advisor, Principal Financial and ING as Plan Investor and Beyer Barber as Actuary. Upon roll call, Romig, Schappell and Werley voted yes.

PAYMENT OF UTILITY BILLS

A motion was made by Russ Werley and Seconded by Judy Romig to pay utility bills by due date and any other bills that may incur penalties before the next Board of Supervisors monthly meeting. Upon roll call, Werley, Schappell and Romig voted yes.

ADJOURNMENT

A motion was made by Judy Romig and seconded by Gene Schappell to adjourn the re-organization meeting at 9:10 A.M. Upon roll call Werley, Romig and Schappell voted yes.

ATTEST:

Cheryl A. Haus
Secretary