

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Monday, January 6, 2020
Re-organization Meeting

The Tilden Township Board of Supervisors held their re-organization meeting on Monday, January 6, 2020, at 9:05 A.M. The following were present: Supervisors Gene Schappell, Fred Herman and Richard DeLong, Township Secretary/Treasurer Monica Flower, Township Police Chief William McEllroy, Representative for Township Solicitor Kourtney Bernecker, Roadmaster Michael Quick and several citizens. A copy of the roster is on file with the secretary.

Chairman, Gene Schappell called the re-organization meeting to order at 9:05 A.M followed by the Pledge of Allegiance.

Supervisor, Gene Schappell appointed Kourtney Bernecker, Kozloff Stoudt Solicitor, as Temporary Chairperson.

CHAIRPERSON

Ms. Bernecker asked for nominations for Chairperson. Fred Herman made a motion to nominate Gene Schappell as Chairperson. Richard DeLong nominated Fred Herman. No other nominations were received. A vote was taken for Gene Schappell. Herman and Schappell voted yes; DeLong voted no. A vote was taken for Fred Herman. DeLong voted yes. Based upon the votes, Gene Schappell is the Chairperson.

VICE CHAIRPERSON

A motion was made by Gene Schappell to nominate Fred Herman as vice chairperson. No other nominations were received. A motion was made by Gene Schappell to elect Fred Herman as Vice Chairperson. Upon roll call, Schappell and Herman voted yes. DeLong voted no.

PUBLIC PARTICIPATION

There wasn't any public participation relating to Re-Organization meeting.

APPOINT FULL-TIME SECRETARY/TREASURER

A motion was made by Fred Herman and seconded by Gene Schappell to appoint Monica Flower as full-time Secretary/Treasurer and to set the salary @ \$24.55 per hour as per 2020 budget. Upon roll call, Schappell and Herman voted yes, DeLong voted no.

TREASURER'S BOND

A motion was made by Gene Schappell and seconded by Fred Herman to set the Treasurer's Bond for 2020 in the amount of \$2,300,000.00 from Tompkins/Ohio Casualty. (same as 2019. Upon roll call, Schappell, Herman and DeLong voted yes.

PAID HOLIDAYS

A motion was made by Richard DeLong and seconded by Fred Herman to approve the following holidays for 2020 (same as 2019). New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day. Upon roll call, Schappell, Herman and DeLong voted yes.

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TOWNSHIP SUPERVISORS/TOWNSHIP EMPLOYEES

A motion was made by Fred Herman, seconded by Richard DeLong to employ Supervisor Gene Schappell to do general work as required maintenance to buildings, equipment and property, at the rate set by the auditors. Upon roll call, Herman and DeLong voted yes.

A motion was made by Gene Schappell, seconded by Richard DeLong to employ Supervisor Fred Herman as an equipment operator, general foreman, or in any general work in the maintenance of township roads, buildings, equipment and property, at the rate set by the auditors. Upon roll call, Schappell and DeLong voted yes.

A motion was made by Fred Herman, seconded by Gene Schappell to employ Supervisor Richard DeLong as an equipment operator, general foreman, or in any general work in the maintenance of township roads, buildings, equipment and property, at the rate set by the auditors. Upon roll call, Schappell and Herman voted yes.

APPOINT FULL-TIME ASSISTANT SECRETARY & SET SALARY

A motion was made by Richard DeLong and seconded by Fred Herman to appoint Lorraine Ramirez as full-time Assistant Secretary for 2020, with a salary of \$18.00 per hour as per the 2020 budget. Upon roll call, Schappell, Herman and DeLong voted yes.

APPOINT ROADMASTER AND DRIVEWAY INSPECTOR

A motion was made by Fred Herman, seconded by Gene Schappell to appoint Michael Quick as Roadmaster with a salary of \$27.66 per hour as per the 2020 budget. Upon roll call Schappell and Herman voted yes and DeLong vote no.

A motion was made by Gene Schappell and seconded by Fred Herman to appoint Mike Quick as Driveway Inspector. Upon roll call Schappell and Herman voted yes and DeLong voted no.

TOWNSHIP SOLICITOR

A motion was made by Richard DeLong and seconded by Gene Schappell to reappoint Joan London and the law firm of Kozloff Stoudt, as township solicitor. Upon roll call, Schappell, Herman and DeLong voted yes.

TOWNSHIP ENGINEER

A motion was made by Richard DeLong and seconded by Gene Schappell to reappoint Mike Tirpak and Greg Haas and the firm of Carbon Engineering, Inc., as the township engineer. Upon roll call, Schappell, Herman and DeLong voted yes.

ZONING HEARING BOARD

A motion was made by Fred Herman and seconded by Richard DeLong to reappoint Michelle Minnick-Merring for a 5-year term to the Zoning Hearing. Upon roll call, Schappell, Herman and DeLong voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORSMonday, January 6, 2020
Re-organization Meeting2020 FEE SCHEDULE

A motion for Resolution # 1, 2020 was made by Richard DeLong and seconded by Fred Herman to set application filing fees and other charges for hearings, variances, special exceptions, curative amendments, conditional use, zoning books, maps, preliminary opinion requests, solicitation permits, driveway permits, facilities use and fire inspections. Upon roll call Schappell, Herman and DeLong voted yes.

ZONING OFFICER AND CODE ENFORCEMENT OFFICER

A motion was made by Fred Herman and seconded by Richard Herman to reappoint BIU and Bill Murphy, as zoning officer/code enforcement officer. Upon roll call, Schappell, Herman and DeLong voted yes.

A motion was made Gene Schappell and seconded by Richard DeLong to adopt Resolution #2, 2020 Zoning/Building Permit Fees (same as 2019). Upon roll call Schappell, Herman and DeLong voted yes.

APPOINTMENTS - EMPLOYEES FULL and PART TIME ROAD DEPARTMENT EMPLOYEES

A motion was made by Fred Herman and seconded by Gene Schappell to employ Darryl Adam as CDL/Laborer at the rate of \$21.12 per hour. Upon roll call Schappell, Herman and DeLong voted yes.

A motion was made by Gene Schappell and seconded by Fred Herman to employ Thomas Walters as Laborer at the rate of \$16.50 per hour; upon receipt of CDL rate to increase to \$17.50/hour. Upon roll call Schappell, Herman and DeLong voted yes.

A motion was made by Richard DeLong and seconded by Fred Herman to employ Dan DeTurk as CDL/Laborer as needed at the rate of \$20.00 per hour. Upon roll call Schappell, Herman and DeLong voted yes.

A motion was made by Gene Schappell and seconded by Fred Herman to employ Terry Shaner Jr. as CDL/Laborer as needed at the rate of \$16.50 per hour. Upon roll call Schappell, Herman and DeLong voted yes.

A motion was made by Gene Schappell and seconded by Richard DeLong to employ Dennis Adam as Ground Maintenance and Laborer as needed at the rate of \$16.87 per hour. Upon roll call, Schappell, Herman and DeLong voted yes.

A motion was made by Fred Herman and seconded by Gene Schappell to employ Arthur Miller as Laborer as need at the rate of \$16.39 per hour. Upon roll call Schappell and Herman voted yes. DeLong voted no.

CHAIRMAN / VACANCY BOARD

A motion was made by Richard DeLong and seconded by Fred Herman to reappoint Roy Borkey to the position of Chairman of the Vacancy Board. Upon roll call Schappell, Herman and DeLong voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORSMonday, January 6, 2020
Re-organization MeetingLOCAL SERVICES TAX & AMUSEMENT TAX COLLECTOR

A motion was made by Richard DeLong and seconded by Fred Herman to appoint Alison Epting to collect the LST & Amusement taxes. Upon roll call, Schappell, Herman and DeLong voted yes.

TAX COLLECTOR COMMISSION

A motion was made by Richard DeLong and seconded by Gene Schappell to pay the tax collector a 5% commission to collect the Local Services Tax, Amusement Tax and Street Light Taxes. Upon roll call, Schappell, Herman and DeLong voted yes.

A motion was made by Fred Herman and seconded by Gene Schappell to allow Alison Epting to collect the prior year real estate taxes, West Hamburg Street Light Tax, TIP Street Light Tax and Local services Tax for the fiscal year 2020 until January 31, 2021 and to collect the 4th quarter interim taxes until January 31, 2021. Upon roll call Schappell, Herman and DeLong voted yes.

SEWAGE ENFORCEMENT OFFICERS

A motion was made by Richard DeLong and seconded by Fred Herman to appoint Jeremy Bentz of JB Environmental Services, LLC as the sewage enforcement officer and compensation set forth attached to the agenda. Upon Roll call Schappell, Herman and DeLong voted yes.

SEWAGE PERMIT FEES

A motion for Resolution # 3, 2020 was made by Richard DeLong and seconded by Fred Herman to adopt the Sewage Fees, as attached, and to include with the sewage permit fees, a fee for hearings under the Sewage Facilities Act. Upon roll call, Schappell, Herman and DeLong voted yes.

EMERGENCY MANAGEMENT COORDINATOR, TILDEN TOWNSHIP FIRE MARSHALL, FIRE CODES INSPECTOR

A motion was made by Fred Herman and seconded by Gene Schappell to reappoint Troy Hatt as Emergency Management Coordinator, Tilden Township Fire Marshall and Fire Codes Inspector. Upon roll call, Schappell, Herman and DeLong voted yes.

DEPUTY EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Fred Herman and seconded by Richard DeLong to reappoint James Landis as Deputy Emergency Management Coordinator. Upon roll call, Schappell, Herman and DeLong voted yes.

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PLANNING COMMISSION MEMBERS

A motion was made by Gene Schappell seconded by Richard DeLong to reappoint Greg Kozlowski to the Planning Commission for a four-year term. Upon roll call, Schappell, Herman and DeLong voted yes.

A motion was made by Gene Schappell and seconded by Fred Herman to reappoint Anna Shollenberger as Secretary to the Planning Commission with a rate of \$185.00 per month. Upon roll call Schappell, Herman and DeLong voted yes.

SUBDIVISION FILING FEES

A motion for Resolution # 4, 2020 was made by Richard DeLong and seconded by Fred Herman to adopt the Subdivision Filing fees, as per the attached sheet, for 2020. Upon roll call Schappell, Herman and DeLong voted yes.

STORMWATER MANAGEMENT REVIEW AND INSPECTION FEES

A motion for Resolution # 5, 2020 was made by Gene Schappell and seconded by Richard DeLong to adopt the Stormwater Management Review and Inspection Fees, as attached, for 2020. Upon roll call Schappell, Herman and DeLong voted yes.

REPRESENTATIVE/BERKS COUNTY COOPERATIVE PURCHASING COUNCIL

A motion was made by Fred Herman and seconded by Gene Schappell to designate the Tilden Township Secretary, Monica Flower, to serve on the Berks County Cooperative Purchasing Council. Upon roll call Schappell, Herman and DeLong voted yes.

ENVIRONMENTAL ADVISORY COUNCIL

A motion was made by Gene Schappell and seconded by Fred Herman to allow the EAC to continue. Upon roll call Schappell, Herman and DeLong voted yes.

DEPOSITORIES

A motion was made by Richard DeLong and seconded by Gene Schappell to retain the depository as follows: VIST Financial as depository for the General Fund, Building & Zoning Fund, Payroll Fund, Park & Recreation Fund, West Hamburg Street Light Fund, State Fund, Capital Reserve Funds, Recreation Fund, Sewer Fund, TIP Street Light Fund, Traffic Light Fund, Sovereign Grant Fund and all the Escrow Funds. Upon roll call, Schappell, Herman and DeLong voted yes.

CERTIFY DELEGATES TO STATE CONVENTION

A motion was made by Fred Herman and seconded by Gene Schappell to appoint the Township Supervisors and Secretary and/or Manager as delegates to attend the PSATS State Convention to be held on May 3-6, 2020 at the Hershey Lodge & Convention Center. Upon roll call, Schappell, Herman and DeLong voted yes.

TILDEN TOWNSHIP BOARD OF SUPERVISORSMonday, January 6, 2020
Re-organization MeetingDESIGNATE VOTING DELEGATE FOR CONVENTION

A motion was made by Fred Herman and seconded by Gene Schappell to designate Monica Flower as the voting delegate for the 2020 PSATS convention. Upon roll call Schappell, Herman and DeLong voted yes.

REIMBURSEMENT FOR EXPENSES

A motion was made by Fred Herman and seconded by Richard DeLong, as per the township code, Section 612, to authorize the treasurer to pay the registration fee for the PSATS convention from the General Fund, and this amount to be deducted when the delegates are reimbursed for their allowable expenses. Upon roll call Schappell, Herman and DeLong voted yes.

REIMBURSEMENT - MILEAGE EXPENSE

A motion was made by Fred Herman and seconded by Richard DeLong for Resolution # 6, 2020, to reimburse township personnel for use of their personal vehicles, for mileage, as per the IRS rate of 57.5 cents/mile. Upon roll call Schappell, Herman and DeLong voted yes.

ATTENDANCE / WORKSHOPS & PAYMENT OF REGISTRATION FEES & EXPENSES

A motion was made by Richard DeLong and seconded by Gene Schappell to authorize officials to attend various workshops and the township to reimburse the official for registration fees and expenses. Upon roll call Schappell, Herman and DeLong voted yes.

PENSION PLAN ADMINISTRATOR

A motion was made by Gene Schappell and seconded by Fred Herman to re-appoint Monica Flower as Pension Plan Administrator for uniform and non-uniformed employees. R. J. Hall & Company as Plan advisor, ING as Plan Investor and Beyer Barber as Actuary for the Police Pension Plan.

David Coult as Plan Advisor, Commonwealth Financial Network as Investor and Chuck Freidlander as Actuary for the Non-Uniformed Plan. Upon roll call Schappell, Herman and DeLong voted yes.

PAYMENT OF UTILITY BILLS

A motion was made by Gene Schappell and seconded by Fred Herman 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 Schappell, Herman and DeLong voted yes.

ADJOURNMENT

A motion was made by Fred Herman and seconded by Richard DeLong to adjourn the re-organization meeting at 10:03 A.M. Upon roll call, Schappell, Herman and DeLong voted yes.

ATTEST:

Monica A. Flower
Secretary