

TILDEN TOWNSHIP BOARD OF SUPERVISORS

Monday, January 3, 2011
Re-organization Meeting

AN EXECUTIVE SESSION WAS HELD BEFORE THE MEETING REGARDING LITIGATION

The Tilden Township Board of Supervisors held their re-organization meeting on Monday, January 3, 2011, at 8:30 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 8:30 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, Judy Romig voted for Russ Werley and Russ Werley 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. No other nominations were received. Upon roll call, Werley, Schappell and Romig voted to elect Judy Romig as Vice-Chairperson.

No public participation

APPOINT SECRETARY-TREASURER, MANAGER

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

COMPENSATION-TOWNSHIP SECRETARY/TREASURER/MANAGER

A motion was made by Gene Schappell and seconded by Judy Romig to set the salary of the township secretary-treasurer-manager at an increase of \$4,000.00 totaling \$37,750.00, for 2011. 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 2011 in the amount of \$2,300,000.00 from Essick & Barr at the quoted price of \$1,402.00.

Amount of Bond	<u>Strausser Ins.</u>	<u>H.A. Thompson</u>	<u>Essick & Barr</u>
\$2,300,000	no quote	\$1,772.00	\$1,402.00

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

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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.

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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 2011, 3% increase to \$14.49. Upon roll call, Romig, Werley and Schappell voted yes.

APPOINT ROADMASTER

A motion was made by Gene Schappell, seconded by Russ Werley to appoint Timothy Luckenbill as roadmaster. 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 Michael Quick as assistant roadmaster. Upon roll call, Romig, Werley and Schappell voted yes.

A motion was made by Russ Werley and seconded by Gene Schappell to appoint / approve the following:

DRIVEWAY INSPECTOR

to appoint Timothy Luckenbill as driveway inspector.

TOWNSHIP SOLICITOR

to reappoint James Lillis and the law firm of Kozloff Stoudt as township solicitor.

TOWNSHIP ENGINEER

to reappoint Ron Tirpak and the firm of Carbon Engineering, Inc., as the township engineer,

ZONING HEARING BOARD

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to re-appoint Marie Rightmyer and the other members of the Zoning Hearing Board:

Ronnie Arndt, Sr.	(January, 2013)
Frederick Herman	(January, 2014)
Donna Bausher	(January, 2015)
Marie Rightmyer	(January, 2017)
Jon Larrabee	(January, 2012)

MEETING PAY

to keep the same meeting pay of \$30.90 per meeting for the Zoning Hearing Board.

APPLICATION FILING FEES

A motion for Resolution # 1, 2011, for a fee of \$1500.00 for any zoning hearing brought before the Zoning Hearing Board and/or Board of Supervisors.

ZONING OFFICER

to appoint Alfred Benesch & Company and Anthony Merklinger or Ed Yeager as zoning officer.

CODE ENFORCEMENT OFFICER

to appoint Alfred Benesch & Company and Anthony Merklinger or Ed Yeager, as Code Enforcement Officer.

ZONING / BUILDING PERMIT FEES

A motion for Resolution #2, 2011 to set Zoning / Building permit fees as per the attached schedule.

APPOINTMENTS - EMPLOYEESPART TIME ROAD DEPARTMENT EMPLOYEES

to employ the following part-time road department employees:

Russell Werley,	CDL Driver & laborer
Roy Shollenberger,	CDL Driver & Laborer
Arthur Miller,	Driver & Laborer as needed
Michael Hoffmann	CDL Driver & Laborer as needed
Mahlon Berk,	CDL Driver & Laborer as needed
Kermit Shollenberger	Grader Operator 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
Matthew Luckenbill	Laborer as needed
Adam Fornwalt	Laborer as needed

PLANNING COMMISSION SECRETARY & CLERK/ZONING HEARING BOARD

to reappoint Cheryl Haus, as planning commission secretary and clerk to the Zoning Hearing Board.

CLEANING PERSON - TOWNSHIP BUILDING

to retain Cinderella Cleaning Service to clean the municipal building @ \$122.00 per visit.

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to pay the following wages:

Secretary's fee to handle the administrative duties of the planning commission
\$185.00/mo. (same)

Secretary's fee to handle the administrative duties to the zoning hearing board
\$ 30.00/mtg. (same)

CHAIRMAN / VACANCY BOARD

to appoint Roy Borkey to the position of Chairman of the Vacancy Board.

LOCAL SERVICES TAX & AMUSEMENT TAX COLLECTOR

to appoint Dorothy McLaughlin to collect the LST & Amusement taxes.

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

to pay the tax collector a 5% commission to collect the Local Services Tax, Amusement Tax, street light tax and prior per capita tax.

DELINQUENT TAX COLLECTOR (PRIOR YEAR TAXES)

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 2010 until January 31, 2011 and to collect the 4th quarter interim taxes until January 31, 2011.

SEWAGE ENFORCEMENT OFFICER

to appoint GreenSite Environmental and James Milnes as the sewage enforcement officer.

ALTERNATE SEWAGE ENFORCEMENT OFFICER

to appoint Alfred Benesch & Company as alternate sewage enforcement officers.

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

A motion was made by Russ Werley and seconded by Gene Schappell to appoint / adopt the following:

SEWAGE PERMIT FEES

A motion for Resolution # 3, 2011 was made by Judy Romig and seconded by Russ Werley 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.

EMERGENCY MANAGEMENT COORDINATOR

to appoint Troy Hatt as Emergency Management Coordinator for 2011.

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DEPUTY EMERGENCY MANAGEMENT COORDINATOR

to appoint James Landis, as Deputy Emergency Management Coordinator.

TILDEN TOWNSHIP FIRE MARSHALL

to appoint Troy Hatt as Tilden Township Fire Marshall.

FIRE CODES INSPECTOR

to appoint Anthony Merklinger and Alfred Benesch & Company as Fire Codes Inspector.

PLANNING COMMISSION MEMBERS

to reappoint Dale Keener and Kristi Koinski and other members of the Planning Commission.

Dale Keener,	January, 2015
Kristi Koinski,	January, 2015
Tom Hojnowski,	January, 2014
William Byassee,	January, 2013
JoAnn Rahauser,	January, 2012

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

SUBDIVISION FILING FEES

A motion for Resolution # 4, 2011 was made by Russ Werley and seconded by Judy Romig to adopt the Subdivision Filing fees, as per the attached sheet, for 2011. Upon roll call, Romig, Werley and Schappell voted yes.

A motion was made by Russ Werley and seconded by Gene Schappell to appoint / approve the following:

PARK & RECREATION BOARD

to reappoint members to the Park & Recreation Board.

Mark Swank	January 2013
Natalie Leshner	January 2014
Tom Romig	January 2012
David Einsel	January 2015
Vacant	January 2016

REPRESENTATIVE/BERKS COUNTY COOPERATIVE PURCHASING COUNCIL

to designate Cheryl Haus as the representative and Stacy Degler as the alternate to serve on the Berks County Cooperative Purchasing Council.

REPRESENTATIVES/NORTHERN BERKS RECREATION COMMISSION

to appoint Pat Adams as the delegate and Donald Waldron and Barry Shollenberger as alternates to serve on the Northern Berks Recreation Commission.

ENVIRONMENTAL ADVISORY COUNCIL

to re-appoint the following members to the Environmental Advisory Council.
Mark Swank

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Pat Adams
Robin Fralick

DEPOSITORIES

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

CERTIFY DELEGATES

to appoint the township supervisors and the secretary as delegates to attend the PSATS State Convention to be held on April 17th - 20th, 2011 at the Hershey Lodge & Convention Center.

DESIGNATE VOTING DELEGATE

to appoint Cheryl Haus, as the voting delegate at the PSATS convention.

REIMBURSEMENT FOR EXPENSES

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.

REIMBURSEMENT - MILEAGE EXPENSE

Resolution # 5, 2011 to reimburse township personnel for use of their personal vehicles, for mileage, as per the IRS rate, of .51 cents/mile.

ATTENDANCE / WORKSHOPS & PAYMENT OF REGISTRATION FEES & EXPENSES

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.

FEE SCHEDULE

A motion for Resolution # 6, 2011, 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, as per the attached fee schedule.

PENSION PLAN ADMINISTRATOR

to appoint Cheryl Haus as Pension Plan Administrator, R. J. Hall & Company as Plan advisor, Principal Financial as Plan Investor and Beyer Barber as Actuary

PAYMENT OF UTILITY BILLS

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.

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ADJOURNMENT

A motion was made by Judy Romig and seconded by Gene Schappell to adjourn the re-organization meeting at 8:55 A.M. Upon roll call Werley, Romig and Schappell voted yes.

ATTEST:

Cheryl A. Haus
Secretary