

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

REORGANIZATION MINUTES

JANUARY 3, 2017

CALL TO ORDER

As advertised, the annual reorganization meeting of the Board of Supervisors was called to order at 5:32 p.m. by Supervisor, James Roma, on Tuesday, January 3, 2017, at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Supervisors, Ernest Gehman, James Roma, David Moyer, Secretary/Manager Richard Sichler and three (3) members of the public were in attendance.

TEMPORARAY OFFICERS

Nominations from the floor are now open for Chairperson of the Board. Motion made by Ernest Gehman to nominate David Moyer as temporary Chairperson, motion was seconded by David Moyer to appoint David Moyer as temporary Chairperson in order to receive nominations. **No public comment.**

All ayes

A motion was made by James Roma and seconded by Ernest Gehman appointing Richard Sichler as temporary Secretary to record nominations for Chairperson of the Board. **No public comment.**

All ayes

A motion was made by Ernest Gehman and seconded by James Roma closing the nominations. **No public comment.**

All ayes

NOMINATIONS FOR CHAIRPERSON

A motion was made by Ernest Gehman and seconded by James Roma nominating James Roma as Chairperson of the Board of Supervisors for 2017. **No public comment.**

All aye

JAMES ROMA IS DECLARED CHAIRPERSON FOR 2017

NOMINATIONS FOR VICE CHAIRPERSON

Motion made by Ernest Gehman and seconded by David Moyer nominating David Moyer for Vice-Chairperson for 2017. **No comments received.**

All ayes

DAVID MOYER IS DECLARED VICE CHAIRPERSON FOR 2017

AT THIS POINT THE MEETING IS TURNED OVER TO THE NEWLY ELECTED CHAIRPERSON OF THE BOARD.

PUBLIC COMMENT

None

AFFIRMATION OF TOWNSHIP EMPLOYEES/APPOINTMENTS

A motion was made by Ernest Gehman and seconded by David Moyer to make the following appointments:

- Appointment of Township Manager/Secretary Richard Sichler
- Appointment of full-time office personnel, Doug Bleam, Treasurer, Tina Orff and Susan Brown
- Appointment of full-time road employees, Brian Mohr, Jayme Benfield, Logan Herb, Jacob Long

- Appointment of following permanent part-time and/or seasonal (snow emergency) employees
Ernest Gehman
James Roma
David Moyer

- Appointment of Brian Mohr as Roadmaster. **No public comment.**
All ayes

ADMINISTRATIVE ITEMS

A motion was made by David Moyer and seconded by James Roma to establish the Treasurer's Bond in the amount of \$1,000,000.00 with the Treasurer's Bond to be filed with the Board of Auditors. **No public comment.**

All ayes

A motion was made by Ernest Gehman and seconded by David Moyer to adopt Resolution No. 2017 – 1 Wage Schedule, ENCLOSED as approved with the adoption of the 2017 Budget, for all township employees. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by James Roma to set the mileage rate for officials/employees using their own vehicles for township business at .535 cents per mile. **No public comment.**

All ayes

A motion was made by Ernest Gehman and seconded by David Moyer to reaffirm the following Manuals of the Township:

- a) Safety Manual – Resolution No. 2017 – 2
- b) CDL Operators Manual – Resolution 2017 – 3

No public comments.

All ayes

A motion was made by James Roma and seconded by David Moyer adopting Resolution 2017-4, re-adopting the Washington Township Personnel Manual. **No public comments.**

All ayes

A motion was made by David Moyer, seconded by Ernest Gehman appointing Brenda Breidigan as the Washington Township Census Enumerator. **No public comments.**

All ayes

PROFESSIONAL APPOINTMENTS

Motion made Ernest Gehman and seconded by David Moyer to appoint LTL Consultants as the Township's Engineering firm for 2017 and also, as the Zoning Officer, Well Permit Officers, and Electrical Inspectors for 2017. And to adopt Resolution No. 2017 – 5 establishing the fees for their services. **No public comment.**

All ayes

Motion made by David Moyer and seconded by Ernest Gehman appointing LTL Consultants as the Township's Sewage Officers for 2017 and to adopt Resolution No. 2017 – 6 establishing permit fees for 2017 and naming the following individuals as sewage officers:

John E. Yoder
Bradley A. Pflum
Paul Labe, III
Kyle A. Dierolf
Robert H. Wuerth
W. David Wallace (Alternate)

No public comment.

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to adopt Resolution No. 2017 – 7 appointing LTL Consultants as the Township's Building Code Official, in order to administer and enforce the PA Construction Code within the Township for 2017. **No public comment.**

All ayes

Motion made by James Roma and seconded by David Moyer to appoint Gilmore & Associates as the Washington Township Sewer Engineer and approve the 2017 Professional Engineering Service rates. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer appointing Kozloff/Stoudt, Dan Becker esquire, as the Township's Legal Counsel for 2017 at the rate of \$170.00 per hour. **No public comment.**

All ayes

Motion made by James Roma and seconded by Ernest Gehman appointing Orlando Law Offices, P.C., Eugene Orlando, Jr., Esq., as the Washington Township Zoning Hearing Board Solicitor at the rate of \$165.00 per hour. **No public comment.**

All ayes

Motion made by David Moyer and seconded by Ernest Gehman to appoint the Berks County Tax Collection Committee to collect the earned income and occupational privilege taxes for the township for 2017. **No public comment.**

All ayes

Motion made by David Moyer and seconded by James Roma reappointing the Tax Claim Bureau of Berks County as Collector of all delinquent real estate taxes imposed by the township upon real estate located within its boundaries for 2017. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to reappoint the Branch Banking and Trust Company and the PA Local Government Investment Trust as Depositories for all township funds for 2017. **No public comment.**

All ayes

CONVENTION APPOINTMENTS

Motion made by James Roma and seconded by David Moyer certifying the delegates to the State Convention to be held in April as, James Roma, Ernest Gehman, David Moyer and Richard Sichler, with compensation at their regular employee rate to be given while attending. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to appoint David Moyer as the Voting Delegate. **No public comment.**

All ayes

FIRE COMPANY RESOLUTION AND BERKS MONT TOWING

Motion made by Ernest Gehman and seconded by David Moyer to adopt Resolution No. 2017 – 8 recognizing the Eastern Berks Fire Company as the official fire company of Washington Township. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to adopt Resolution No. 2017 – 9 giving the Eastern Berks Fire Company 100% of the Firemen Relief Funds distributed yearly. **No public comment.**

All ayes

Motion made by David Moyer and seconded by James Roma to adopt Resolution No. 2017 – 10 appointing Berks-Mont Towing and Recovery as the approved storage garage for the removal and impoundment of illegally parked vehicles within the township and approving their current rate of fees. **No public comment.**

All ayes

COMMITTEE VACANIES
PLANNING COMMISSION

1 regular member – expires 12/31/2020

ZONING HEARING BOARD

1 regular member – expires 12/31/2019

1 alternate – expires 12/31/2019

ENVIROMENTAL ADVISORY COUNCIL

1 regular member – expires 12/31/2017

1 alternate – expires 12/31/2017

1 alternate – expires 12/31/2018

UNIFORMED CONSTRUCTION BOARD OF APPEALS

1 alternate – expires 12/31/2018

1 alternate – expires 12/31/2019

AG ADVISORY COUNCIL

1 regular – appointed annually

RECREATION ADVISORY COMMITTEE

6 terms – 3 expire 12/31/2017

1 expire 12/31/2018

2 expire 12/31/2019

TRANSPORTATION

6 terms 2 expire 12/31/2017

1 expires 12/31/2018

3 expire 12/31/2019

**APPOINTMENT AND/OR REAPPOINTMENT OF PERSONS FILLING
COMMITTEE OPENINGS:**

PLANNING COMMISSION APPOINTMENTS

A motion was made by James Roma and seconded by David Moyer to appoint Jennifer Cunningham to the Planning Commission with the term to end in **12/31/2020**. **No comments received.**

All ayes

ZONING HEARING BOARD

A motion was made by David Moyer and seconded by James Roma to make the following Zoning Hearing Board reappointment:

Frederick Isett to a term to end 12/31/2019

No public comment.

All ayes

ENVIROMENTAL ADVISORY COUNCIL

A motion was made by Ernest Gehman and seconded by David Moyer to make the following Environmental Advisory Council reappointment:

Shannon Delp to a term to end 12/31/2019
Jordan Wengly to a term to end 12/31/2019

No public comment.

All ayes

UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

A motion was made by David Moyer and seconded by Ernest Gehman to make the following Unified Construction Code Board of Appeals reappointment:

Scott Weller with a term to end 12/31/2019

No public comment.

All ayes

TRANSPORTATION COMMITTEE

A motion was made by David Moyer and seconded by James Roma to make the following Transportation Committee reappointment:

Herman Shuhler with a term to end 12/31/2019
Bud Donahue with a term to end 12/31/2019

No public comment.

All ayes

WATER AUTHORITY

A motion was made by Ernest Gehman and seconded by David Moyer to make the following Water Authority appointment:

Linwood Heffner with a term to end 12/31/2021

No public comments.

All ayes

VACANCY BOARD CHAIRMAN

Motion was made by Ernest Gehman and seconded by James Roma to appoint Joseph S. Bachkai, III to serve as Chairman of the Vacancy Board for 2017. **No public comment.**

All ayes

SAFETY COMMITTEE

Motion made by James Roma and seconded by Ernest Gehman to appoint the following members to the Safety Committee in the persons of Richard Sichler (executive), Doug Blead (administration), Brian Mohr, Logan Herb, Jayme Benfield, Jacob Long (public works), Matthew Bakes, (representing the Eastern Berks Fire Department). **No public comment.**

All ayes

DISPUTE COMMITTEE/GABEL QUARRY

Motion made by Ernest Gehman and seconded by James Roma to appoint David Moyer to serve as the member of the Dispute Committee for the Gabel Quarry for 2017. **No public comment.**

All ayes

OTHER APPOINTMENTS

Motion made by Ernest Gehman and seconded by David Moyer to appoint the Eastern Berks Fire Company fire police for 2017. **No public comment.**

All ayes

Motion made by David Moyer and seconded by Ernest Gehman to appoint the Township Manager as Chief Administrative Officer of the Township's Non-uniformed Pension Fund for 2017. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to appoint the Township Manager as the ADA Handicapped Non Discrimination Coordinator for 2017. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to adopt Resolution 2017 – 11 to appoint the Township Manager as the Open Records Officer for 2017, set fees and appeal process. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman to adopt Resolution 2017 – 12 naming 4 authorized signatures where 2 are required for Branch Banking and Trust Company. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by James Roma to evaluate the 2017 Branch Banking and Trust fees as they arrive. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman appointing William Piersol to the Board of Auditors. **No comments received.**

All ayes

OTHER RESOLUTIONS

A motion was made by Ernest Gehman and seconded by David Moyer to adopt Resolution 2017 – 13 – Code of Conduct. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by James Roma to adopt Resolution 2017 – 14 setting building/zoning fees. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman to adopt Resolution 2017 – 15 setting the SALDO fees. **No public comment.**

All ayes

Chairman Roma explained the current sewer non-connect fee is \$415.00 per EDU per year however the township is allowed to charge up to 60% of the annual sewer service charge which would be \$828.70. Chairman Roma indicated this would be the opportunity to increase this fee.

Motion made by David Moyer and seconded by Ernest Gehman to adopt Resolution 2017-16, reaffirming all fee schedules not dealt with at reorganization this evening as published by General Code in the Township's Codification Book. **No public comment.**

David Moyer – aye

Ernest Gehman – aye

James Roma - opposed

A motion was made by Ernest Gehman and seconded by David Moyer acknowledging for the following items not to be forgotten:

- Postel Subdivision (off of Kulps Road) – 1990 – Any future development of Lot #2 on the adjoining property owned by Kathryn Wheeler, which would result in the use of the existing driveway easement by more than two (2) single family residences shall require the construction of an access road complying with the then existing Township public road standards.
- PennDutch Subdivision – Agreement dated October 11, 1990, whereas existing building situated on Lot #3 are located within the ultimate right-of-way of the northwest side of Wissinger Road. In the event that any or all of the buildings are destroyed or demolished, it is agreed that all buildings will be rebuilt in such a manner so that they are situated wholly outside of the ultimate right-of-way of Wissinger Road.
- Time capsule buried at the Washington Township War Memorial is to be opened in the year 2040.
- Agreement to permit a shared driveway at 173 Heydt's Schoolhouse Road – 2006 – between Washington Township and Anthony and Lisa Stewart (prior owners Scott and Jacqueline Bungert). In the event that the property should be approved for subdivision, and should the parties desire to share the existing driveway, the Township will approve said application for shared driveway use. There shall be no more than two (2) residential lots that may share said driveway.

- Joel Hoffman – 2006 – Stone was placed on Mr. Hoffman’s property adjacent to Back Country Road. If the property is ever developed, Mr. Hoffman will be required to secure a Driveway Permit from the Township as the stone placed in this area is not considered pre-existing driveway.
- Thomas Jordan – 2014 – The Township entered into an agreement with the owners of 814 and 878 Hoffmansville Road on May 22, 2014 regarding requirements for connection to the Township’s public sewer system. Both agreements have been recorded with the Berks County Recorder of Deeds.

No comments received.

All ayes

SUPERVISORS

OTHER BUSINESS

The Board of Auditors are scheduled to meet on January 4, 2017 to reorganize.

The next regular meeting of the Board of Supervisors will be held on Thursday, January 26, 2017 at 7:00 pm

The WTMA (Water Authority) will meet Thursday, January 26, 2017 at 6:30 pm.

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by David Moyer and seconded by Ernest Gehman to adjourn the meeting at 6:04 p.m. **No public comment.**

All ayes

Respectfully submitted,

Richard Sichler
Secretary/Manager