

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

REORGANIZATION MINUTES

JANUARY 4, 2016

CALL TO ORDER

As advertised, the annual reorganization meeting of the Board of Supervisors was called to order at 5:56 p.m. by Supervisor, James Roma, on Monday, January 4, 2016, at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

It was announced an Executive Session was held at 5:30 p.m. this evening to discuss potential litigation and real estate.

ROLL CALL

The following members were present: Supervisors, Ernest Gehman, James Roma, David Moyer, Secretary/Manager Christopher Bashore and five (5) members of the public were in attendance.

TEMPORARAY OFFICERS

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

All ayes

A motion was made by Ernest Gehman and seconded by David Moyer appointing Christopher Bashore 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 2016. **No public comment.**

Ernest Gehman – aye

James Roma – aye

David Moyer - opposed

A motion was made by Ernest Gehman, seconded by David Moyer closing the nominations. **No public comment.**

All ayes

JAMES ROMA IS DECLARED CHAIRPERSON FOR 2016

NOMINATIONS FOR VICE CHAIRPERSON

Motion made by James Roma to nominate Ernest Gehman. A motion was made by Ernest Gehman nominating David Moyer. There were no other nominations.

A call for the vote for Ernest Gehman.

James Roma – aye

Motion failed.

A call for the vote for David Moyer.

Ernest Gehman – aye

David Moyer – aye

James Roma – opposed

A motion was made by David Moyer, seconded by James Roma closing the nominations.

No public comment.

All ayes

DAVID MOYER IS DECLARED VICE CHAIRPERSON FOR 2016

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 David Moyer and seconded by Ernest Gehman to make the following appointments:

- Appointment of Township Manager/Secretary Christopher Bashore
- 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.**
David Moyer-aye
Ernest Gehman-aye

James Roma –opposed

ADMINISTRATIVE ITEMS

A motion was made by James Roma and seconded by Ernest Gehman 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. 2016 – 1 Wage Schedule, ENCLOSED as approved with the adoption of the 2016 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 .54 cents per mile. **No public comment.**

All ayes

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

- a) Safety Manual – Resolution No. 2016 – 2
- b) CDL Operators Manual – Resolution 2016 – 3

No public comments.

All ayes

It was noted the Safety Committee is working on updating the Safety Manual. A draft has been presented and is currently under review.

A motion was made by Ernest Gehman and seconded by David Moyer adopting Resolution 2016-4, re-adopting the Washington Township Personnel Manual. **No public comments.**

All ayes

A motion was made by James Roma, 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 2016 and also, as the Zoning Officer, Well Permit Officers, and Electrical Inspectors for 2016. And to adopt Resolution No. 2016 – 5 establishing the fees for their services. **No public comment.**

All ayes

Motion made by David Moyer and seconded by James Roma appointing LTL Consultants as the Township's Sewage Officers for 2016 and to adopt Resolution No.

2016 – 6 establishing permit fees for 2016 and naming the following individuals as sewage officers:

John E. Yoder
Paul Lieb, III
Bradley A. Pflum
Alternate: Kyle A. Dierolf
Daniel E. Levengood

No public comment.

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to adopt Resolution No. 2016 – 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 2016. **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 2016 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 2016 at the rate of \$168.00 per hour. **No public comment.**

All ayes

Motion made by David Moyer 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 \$155.00 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 2016. **No public comment.**

All ayes

Motion made by James Roma and seconded by Ernest Gehman 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 2016. **No public comment.**

All ayes

Motion made by James Roma and seconded by Ernest Gehman to reappoint the National Penn Bank or its successor and the PA Local Government Investment Trust as Depositories for all township funds for 2016. **No public comment.**

All ayes

CONVENTION APPOINTMENTS

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

All ayes

Motion made by David Moyer and seconded by Ernest Gehman to appoint James Roma 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. 2016 – 8 recognizing the Eastern Berks Fire Company as the official fire company of Washington Township. **No public comment.**

All ayes

Motion made by David Moyer and seconded by James Roma to adopt Resolution No. 2016 – 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 Ernest Gehman to adopt Resolution No. 2016 – 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

APPOINTMENT AND/OR REAPPOINTMENT OF PERSONS FILLING COMMITTEE OPENINGS:

PLANNING COMMISSION APPOINTMENTS

A motion was made by James Roma and seconded by Ernest Gehman to appoint Daniel Stauffer to the Planning Commission with the term to end in 12/31/19.

Supervisor Moyer stated there have been several applicants for the Planning Commission vacancies and all applicants should be interviewed for the positions. Mr. Moyer also requested a letter of thank you be sent to Mr. Jordan for his many years of service on the Planning Commission. It was decided the applicants will be interviewed for the remaining position on the Planning Commission.

James Roma – aye

Ernest Gehman – aye

David Moyer – opposed

ZONING HEARING BOARD

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

Rodney Boyer to a term to end 12/31/2018

Lee Moyer (alternate) to a term to end 12/31/2018

No public comment.

All ayes

ENVIROMENTAL ADVISORY COUNCIL

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

Karen Stauffer to a term to end 12/31/2018

Dorothy Dornsife to a term to end 12/31/2018

No public comment.

All ayes

UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

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

Richard Deskie with a term to end 12/31/2018

No public comment.

All ayes

RECREATION ADVISORY COMMITTEE

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

Marvin Steward with a term to end 12/31/2018

No public comment.

All ayes

TRANSPORTATION COMMITTEE

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

Michael Miller with a term to end 12/31/2018

No public comment.

All ayes

COMMITTEE VACANIES

ZONING HEARING BOARD

1 alternate – expires 12/31/2016

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 12/31/2017

AG ADVISORY COUNCIL

1 regular – appointed annually

RECREATION ADVISORY COMMITTEE

5 terms –
1 expire 12/31/2016
2 expire 12/31/2017
1 expire 12/31/2018

TRANSPORTATION

4 terms
2 expire 12/31/2016
1 expires 12/31/2017
1 expires 12/31/2018

WATER AUTHORITY

1 term expires 12/31/2017

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 2016. **No public comment.**

James Roma-aye
Ernest Gehman-aye
David Moyer-opposed

SAFETY COMMITTEE

Motion made by Ernest Gehman and seconded by David Moyer to appoint the following members to the Safety Committee in the persons of Christopher Bashore (executive), Doug Blean (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 2016. **No public comment.**

Ernest Gehman-aye
James Roma-aye
David Moyer-abstain

OTHER APPOINTMENTS

Motion made by Ernest Gehman and seconded by David Moyer to appoint the Eastern Berks Fire Company fire police for 2016. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by David Moyer to appoint the Township Manager as Chief Administrative Officer of the Township's Non-uniformed Pension Fund for 2016. **No public comment.**

All ayes

Motion made by Ernest Gehman and seconded by James Roma to appoint the Township Manager as the ADA Handicapped Non Discrimination Coordinator for 2016. **No public comment.**

All ayes

Motion made by David Moyer and seconded by James Roma to adopt Resolution 2016 – 11 to appoint the Township Manager as the Open Records Officer for 2016, set fees and appeal process. **No public comment.**

All ayes

A motion was made by James Roma and seconded by David Moyer to adopt Resolution 2016 – 12 naming 4 authorized signatures where 2 are required for National Penn Bank and its successors. **No public comment.**

All ayes

OTHER RESOLUTIONS

A motion was made by James Roma and seconded by David Moyer to adopt Resolution 2016 – 13 – Code of Conduct. **No public comment.**

All ayes

A motion was made by Ernest Gehman and seconded by David Moyer to adopt Resolution 2016 – 14 setting building/zoning fees. **No public comment.**

All ayes

A motion was made by James Roma and seconded by Ernest Gehman to adopt Resolution 2016 – 15 setting the SALDO fees. **No public comment.**

All ayes

Motion made by David Moyer and seconded by Ernest Gehman to adopt Resolution 2016-16, 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.**

All ayes

A motion was made by James Roma and seconded by Ernest Gehman 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.

SUPERVISORS

OTHER BUSINESS

A motion was made by David Moyer and seconded by Ernest Gehman to rescind the authorization to execute on the Sheriff's Sale judgment for sewer account 141. **No public comment.**

All ayes

A motion was made by Ernest Gehman and seconded by David Moyer authorizing the execution on the Sheriff's Sale judgment for sewer account 204 for delinquent sewer payments. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman authorizing administration to advertise for the open position on the Board of Auditors. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman for the Township Manager to return the Spring Valley Village check as requested by Eric Williams. **No public comment.**

All ayes

A motion was made by Ernest Gehman and seconded by James Roma authorizing the Township Manager to advertise for the Township Manager position. **No public comment.**

Ernest Gehman – aye

James Roma – aye

David Moyer - opposed

The next regular meeting of the Board of Supervisors will be held on Thursday, January 28, 2016 @ 7:00 pm

The WTMA (Water Authority) will meet Thursday, January 28, 2016 @ 6:30 pm.

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by David Moyer and seconded by James Roma to adjourn the meeting at 6:45 p.m. **No public comment.**

All ayes

Respectfully submitted,

Christopher Bashore
Secretary/Manager