

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

REORGANIZATION AGENDA

JANUARY 4, 2016

5:30 P.M. – REORGANIZATION MEETING CONVENES

CALL TO ORDER

Pledge of Allegiance

TEMPORARY OFFICERS

1. Motion to appoint _____ as temporary Chairperson in order to receive nominations for the position of Chairperson of the Board for 2016.
2. Motion to appoint Christopher Bashore as temporary Secretary to record nominations for Chairperson of the Board.
3. Motion to close the nominations.

NOMINATIONS FOR CHAIRPERSON

1. Nominations from the floor are now open for Chairperson of the Board. Motion to nominate _____ as Chairperson of the Board of Supervisors for 2016. You may have as many nominations as you wish.
2. After all nominations are in, a motion needs to be made to close the nominations.

_____ IS DECLARED CHAIRPERSON FOR 2016

NOMINATIONS FOR VICE CHAIRPERSON

1. Nominations from the floor are now open for Vice Chairperson. Motion to nominate _____ as Vice Chairperson of the Board for 2016. You may have as many nominations as you wish.
2. After all nominations are in, a motion needs to be made to close the nominations.

_____ IS DECLARED VICE CHAIRPERSON FOR 2016

At this point the meeting is turned over to the newly elected Chairperson of the Board.

PUBLIC COMMENT

AFFIRMATION OF TOWNSHIP EMPLOYEES/APPOINTMENTS

**A motion is in order to make the following appointments:
(You can do this all in one motion).**

Appointment of Township Manager/Secretary – Christopher C. Bashore

Appointment of full-time office personnel –
Doug Blean, Treasurer
Tina Orff
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 Roadmaster – Brian S. Mohr

ADMINISTRATIVE ITEMS

1. A motion is in order 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.
2. A motion to adopt Resolution No. 2016 – 1 Wage Schedule, ENCLOSED as approved with the adoption of the 2016 Budget, for all township employees.
3. A motion to set the mileage rate for officials/employees using their own vehicles for township business at .54 cents per mile.
4. A motion to reaffirm the following Manuals of the Township:
 - a) Safety Manual – Resolution No. 2016 – 2
 - b) CDL Operators Manual – Resolution 2016 – 3
5. A motion is needed to adopt Resolution No. 2016 – 4, re-adopting the Washington Township Personnel Manual.

6. A motion is needed to appoint Brenda Breidigan as Washington Township Census enumerator.

PROFESSIONAL APPOINTMENTS

1. Motion to appoint LTL Consultants as the Township's Engineering firm for 2016 and also, as the Zoning Officer, Well Permit Officers, Electrical Inspectors for 2016. And to adopt Resolution No. 2016 – 5 establishing the fees for their services.
2. Motion to appoint LTL Consultants as the Township's Sewage Officers for 2015 and to adopt Resolution No. 2016 – 6 establishing permit fees for 2015 and naming the attached individuals as sewage officers:
 - John E. Yoder
 - Paul E. Labe III
 - Bradley A. Pflum
 - Kyle A. Dierolf (Alternate)
 - Daniel E. Levengood
3. Motion 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.
4. Motion needed to appoint Gilmore & Associates as the Washington Township Sewer Engineer and approve the 2016 Professional Engineering Service rates.
5. Motion to appoint Kozloff/Stoudt, Dan Becker, Esq., as the Township's Legal Counsel for 2016 at the rate of \$168.00 per hour.
6. Motion to appoint 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.
7. Motion to appoint the Berks County Tax Collection Committee to collect the earned income and occupational privilege taxes for the township for 2016
8. Motion to reappoint 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.
9. Motion to reappoint the National Penn Bank and the PA Local Government Investment Trust as Depositories for all township funds for 2016.

CONVENTION APPOINTMENTS

1. Motion certifies 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.
2. Motion to appoint _____ as the Voting Delegate.

FIRE COMPANY RESOLUTION AND BERKS MONT TOWING

1. Motion to adopt Resolution No. 2016 – 8 recognizing the Eastern Berks Fire Company as the official fire company of Washington Township.
2. Motion to adopt Resolution No. 2016 – 9 giving the Eastern Berks Fire Company 100% of the Firemen Relief Funds distributed yearly.
3. Motion 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.

APPOINTMENT AND/OR REAPPOINTMENT OF PERSONS FILLING COMMITTEE OPENINGS:

- **Committee appointments for all terms that expired December 31, 2015 are currently open and the Township has been receiving applications from current members, as well as new residents interested in serving. The following committees had terms expire at the end of 2015**
 - **Planning Commission – 2 positions**
 - **Zoning Hearing Board – 2 positions (one regular and one alternate)**
 - **Environmental Advisory Council – 2 positions**
 - **UCC Appeals Board – 1 position**
 - **Recreation Committee – 2 positions**
 - **Transportation Committee – 1 position**

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 expires 12/31/2016
2 expire 12/31/2017
1 expires 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 to appoint Joseph S. Bachkai, III to serve as Chairman of the Vacancy Board for 2016.

SAFETY COMMITTEE

Note: This is an “in house” committee with persons that are employed by the township representing various departments. This committee has been established per the recommendation of our insurance carrier and meets monthly.

Motion to appoint the following members to the Safety Committee in the persons of Christopher Bashore (executive), Doug Bleam (administration), Brian Mohr, Logan Herb, Jayme Benfield, Jacob Long (public works), Matthew Bakes, (representative the Eastern Berks Fire Department).

DISPUTE COMMITTEE/GABEL QUARRY

Motion to appoint _____ (a township supervisor) to serve as the member of the Dispute Committee for the Gabel Quarry for 2016.

OTHER APPOINTMENTS

1. Motion to appoint the Eastern Berks Fire Company fire police for 2016.
2. Motion to appoint the Township Manager as Chief Administrative Officer of the Township’s Non-uniformed Pension Fund for 2016.
3. Motion to appoint the Township Manager as the ADA Handicapped Non Discrimination Coordinator for 2016.
4. A motion to adopt Resolution 2016 – 11 to appoint the Township Manager as the Open Records Officer for 2016, set fees and appeal process.

5. A motion to adopt Resolution 2016 – 12 naming 4 authorized signatures where 2 are required for National Penn Bank.

OTHER RESOLUTIONS

1. A motion to adopt Resolution 2016 – 13 – Code of Conduct
2. A motion to adopt Resolution 2016 – 14 setting building/zoning fees.
3. A motion to adopt Resolution 2016 – 15 setting the SALDO fees
4. Motion 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.
5. A motion is needed to acknowledge 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 is needed to rescind the authorization to execute on the Sheriff's Sale judgement for sewer account #141.
- A motion is needed to authorize the execution on the Sheriff's Sale judgement for sewer account #204 for delinquent sewer payments.
- Board of Auditors

EXECUTIVE SESSION (IF NEEDED)

The next regular meeting of the Board of Supervisors will be held on Thursday, January 28, 2016 at 7:00 p.m.

The WTMA (Water Authority) will meet Thursday, January 28, 2016 at 6:30 p.m.

ADJOURNMENT