

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

REORGANIZATION MINUTES

JANUARY 2, 2018

CALL TO ORDER

As advertised, the annual reorganization meeting of the Board of Supervisors was called to order at 5:30 p.m. by Supervisor, James Roma, on Tuesday, January 2, 2018, at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Supervisors, James Roma, David Moyer, Thomas Powanda, Secretary/Manager Richard Sichler, Staff Member Susan Brown and Dan Becker, Solicitor. There were eight (8) members of the public in attendance.

TEMPORARAY OFFICERS

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

All ayes

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

All ayes

NOMINATIONS FOR CHAIRPERSON

A motion was made by James Roma nominating James Roma as Chairperson.

A motion was made by Thomas Powanda nominating David Moyer as Chairperson.

Thomas Powanda-aye

David Moyer-aye

DAVID MOYER IS DECLARED CHAIRPERSON FOR 2018

NOMINATIONS FOR VICE CHAIRPERSON

Motion made by David Moyer and seconded by Thomas Powanda nominating James Roma for Vice-Chairperson for 2018. **No comments received.**

All ayes

JAMES ROMA IS DECLARED VICE CHAIRPERSON FOR 2018

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

PUBLIC COMMENT

Shannon Delp-1553 County Line Road, EAC Concerns. Ms. Delp spoke about the need for volunteers and asked the Board to consider appointing people to man the recycling center. Even though Ms. Delp has a full list of volunteers, it is difficult to get people to help. Mr. Sichler will check into setting up a Facebook Page for the Recycling Center.

AFFIRMATION OF TOWNSHIP EMPLOYEES/APPOINTMENTS

A motion was made by James Roma and seconded by Thomas Powanda to make the following appointments:

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

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

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

ADMINISTRATIVE ITEMS

A motion was made by James Roma and seconded by Thomas Powanda 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 James Roma and seconded by Thomas Powanda to adopt Resolution No. 2018 – 1 Wage Schedule, ENCLOSED as approved with the adoption of the 2018 Budget, for all township employees. **No public comment.**

James Roma-aye

Thomas Powanda-aye

David Moyer-opposed

A motion was made by Thomas Powanda 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 Thomas Powanda and seconded by James Roma to reaffirm the following Manuals of the Township:

- a) Safety Manual – Resolution No. 2018 – 2

b) CDL Operators Manual – Resolution 2018 – 3

No public comments.

All ayes

A motion was made by James Roma and seconded by Thomas Powanda adopting Resolution 2018-4, re-adopting the Washington Township Personnel Manual and also appointing Brenda Breidigan as the Washington Township Census Enumerator. **No public comments.**

All ayes

PROFESSIONAL APPOINTMENTS

Motion made James Roma and seconded by Thomas Powanda to appoint LTL Consultants as the Township’s Engineering firm for 2018 and also, as the Zoning Officer, Well Permit Officers, and Electrical Inspectors for 2018. And to adopt Resolution No. 2018 – 5 establishing the fees for their services. **No public comment.**

All ayes

Motion made by Thomas Powanda and seconded by James Roma appointing LTL Consultants as the Township’s Sewage Officers for 2018 and to adopt Resolution No. 2018 – 6 establishing permit fees for 2018 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 James Roma and seconded by Thomas Powanda to adopt Resolution No. 2018 – 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 2018.

No public comment.

All ayes

Motion made by James Roma and seconded by Thomas Powanda to appoint Gilmore & Associates as the Washington Township Sewer Engineer and approve the 2018 Professional Engineering Service rates. **No public comment.**

All ayes

Motion made by Thomas Powanda and seconded by David Moyer appointing Kozloff/Stoudt, Dan Becker esquire, as the Township’s Legal Counsel for 2018 at the rate of \$170.00 per hour. **No public comment.**

All ayes

Motion made by James Roma and seconded by Thomas Powanda 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 Thomas Powanda and seconded by James Roma to appoint the Berks County Tax Collection Committee to collect the earned income and occupational privilege taxes for the township for 2018. **No public comment.**

All ayes

Motion made by Thomas Powanda 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 2018. **No public comment.**

All ayes

Motion made by James Roma and seconded by Thomas Powanda to reappoint the Branch Banking and Trust Company and the PA Local Government Investment Trust as Depositories for all township funds for 2018. **No public comment.**

All ayes

CONVENTION APPOINTMENTS

Motion made by Thomas Powanda and seconded by James Roma certifying the delegates to the State Convention to be held in April as, James Roma, Thomas Powanda, 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 James Roma 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 Thomas Powanda and seconded by James Roma to adopt Resolution No. 2018 – 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. 2018 – 9 giving the Eastern Berks Fire Company 100% of the Firemen Relief Funds distributed yearly. **No public comment.**

All ayes

Motion made by James Roma and seconded by Thomas Powanda to adopt Resolution No. 2018 – 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

2 regular members – expires 12/31/2021

ZONING HEARING BOARD

1 regular member – expires 12/31/2020

1 alternate – expires 12/31/2020

ENVIROMENTAL ADVISORY COUNCIL

1 regular member – expires 12/31/2020

1 alternate – expires 12/31/2020

1 alternate – expires 12/31/2020

UNIFORMED CONSTRUCTION BOARD OF APPEALS

1 regular member – expires 12/31/2020

1 regular member – expires 12/31/2020

AG ADVISORY COUNCIL

1 regular – appointed annually

RECREATION ADVISORY COMMITTEE

7 regular members 3 expire 12/31/2020

2 expire 12/31/2018

2 expire 12/31/2019

TRANSPORTATION

4 regular members 2 expire 12/31/2020

1 expires 12/31/2018

1 expire 12/31/2019

WATER AUTHORITY

1 regular member 1 expires 12/31/2022

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

PLANNING COMMISSION APPOINTMENTS

A motion was made by David Moyer and seconded by Thomas Powanda to appoint Romnie Long to the Planning Commission with the term to expire **12/31/2021**. **No comments received.**

David Moyer-aye

Thomas Powanda-aye

James Roma-opposed

A motion was made by James Roma, seconded by Thomas Powanda to reappoint Elaine Pennington to Planning Commission with the term to expire **12/31/2021**. **No comments received.**

All ayes

ZONING HEARING BOARD

A motion was made by James Roma and seconded by Thomas Powanda to reappoint Lester Zern to the Zoning Hearing Board with the term to expire **12/31/2020**. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by James Roma to reappoint Beverly Mudd as an alternate member to the Zoning Hearing Board with the term to expire **12/31/2020**. **No public comment.**

All ayes

ENVIROMENTAL ADVISORY COUNCIL

A motion was made by Thomas Powanda and seconded by James Roma to make the following Environmental Advisory Council reappointments:

Dwayne Henne to a term to expire 12/31/2020

Ernest Gehman-alternate member to a term to expire 12/31/2020

No public comment.

All ayes

UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

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

Dennis Kline & Richard Watson as regular members with terms to expire 12/31/2020

No public comment.

All ayes

RECREATION ADVISORY COMMITTEE

A motion was made by James Roma, seconded by David Moyer appointing Page Durflinger to a term to expire **12/31/2020**. **No comments received.**

All ayes

WATER AUTHORITY

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

Linwood Heffner with a term to expire 12/31/2022

No public comments.

All ayes

VACANCY BOARD CHAIRMAN

Motion made by James Roma appointing Joseph Bachkai, III to serve as Chairman of the Vacancy Board for 2018. No second, motion fails.

Motion was made by Thomas Powanda and seconded by David Moyer to appoint Duane Clemmer to serve as Chairman of the Vacancy Board for 2018. **No public comment.**

David Moyer-aye

Thomas Powanda-aye

James Roma-opposed

SAFETY COMMITTEE

Motion made by James Roma and seconded by Thomas Powanda to appoint the following members to the Safety Committee in the persons of Richard Sichler (executive), Doug Blean (administration), Brian Mohr, Bret Marks, Jacob Long (public works), Jayme Benfield, (representing Public Works and the Eastern Berks Fire Department). **No public comment.**

All ayes

DISPUTE COMMITTEE/GABEL QUARRY

Motion made by Thomas Powanda and seconded by David Moyer to appoint Thomas Powanda to serve as the member of the Dispute Committee for the Gabel Quarry for 2018. **No public comment.**

All ayes

OTHER APPOINTMENTS

Motion made by James Roma and seconded by Thomas Powanda to appoint the Eastern Berks Fire Company fire police for 2018. **No public comment.**

All ayes

Motion made by David Moyer and seconded by James Roma to appoint the Township Manager as Chief Administrative Officer of the Township's Non-Uniformed Pension Fund for 2018. **No public comment.**

All ayes

Motion made by James Roma and seconded by Thomas Powanda to appoint the Township Manager as the ADA Handicapped Non Discrimination Coordinator for 2018. **No public comment.**

All ayes

Motion made by Thomas Powanda and seconded by James Roma to adopt Resolution 2018 – 11 to appoint the Township Manager as the Open Records Officer for 2018, set fees and appeal process. **No public comment.**

All ayes

A motion was made by James Roma and seconded by Thomas Powanda to adopt Resolution 2018 – 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 appointing William Piersol and James Treichler, Jr. to the Board of Auditors. **No comments received.**

All ayes

OTHER RESOLUTIONS

A motion was made by James Roma and seconded by Thomas Powanda to adopt Resolution 2018 – 13 – Code of Conduct. **No public comment.**

All ayes

A motion was made by James Roma and seconded by Thomas Powanda to adopt Resolution 2018 – 14 setting building/zoning fees. **No public comment.**

All ayes

A motion was made by David Moyer and seconded by James Roma to adopt Resolution 2018 – 15 setting the SALDO fees. **No public comment.**

All ayes

Motion made by James Roma and seconded by David Moyer to adopt Resolution 2018-16, 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 Thomas Powanda and seconded by David Moyer acknowledging the 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. **No comments.**

All ayes

A motion was made by Thomas Powanda and seconded by David Moyer acknowledging 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. **No comments.**

All ayes

A motion was made by James Roma and seconded by David Moyer acknowledging the Time capsule buried at the Washington Township War Memorial is to be opened in the year 2040. **No comments.**

All ayes

A motion was made by James Roma and seconded by Thomas Powanda acknowledging the 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. **No comments.**

All ayes

A motion was made by David Moyer and seconded by James Roma acknowledging 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. **No comments.**

All ayes

A motion was made by David Moyer and seconded by James Roma acknowledging 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

Chairman Moyer reported in Berks County Washington Township does have the highest sewer rates however there are six other municipalities in Pennsylvania with higher sewer rates. Mr. Moyer was asked to report this at a regular meeting.

ANNOUNCEMENTS

The next regular meeting of the Board of Supervisors will be held on Thursday, January 25, 2018 at 7:00 pm

The WTMA (Water Authority) will meet Thursday, January 25, 2018 at 6:30 pm.

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by James Roma and seconded by Thomas Powanda to adjourn the meeting at 6:18 p.m. **No public comment.**

All ayes

Respectfully submitted,

Richard Sichler
Secretary/Manager