

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

REORGANIZATION MINUTES

JANUARY 7, 2019

CALL TO ORDER

As advertised, the annual reorganization meeting of the Board of Supervisors was called to order at 5:35 p.m. by Supervisor, David Moyer, on Monday, January 7, 2019, at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

It was announced an Executive Session was held this evening to discuss litigation.

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 OFFICER

Nominations from the floor are now open for Temporary Chairperson of the Board to receive nominations for Chairperson. Motion made by Thomas Powanda to nominate Solicitor Daniel Becker as temporary Chairperson, motion was seconded by David Moyer. **No public comments received.**

All ayes

Mr. Becker will also act as the temporary Secretary to record nominations for Chairperson of the Board.

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. Nominations were closed. All in favor of David Moyer for Chairperson:

Thomas Powanda-aye

David Moyer-aye

James Roma-opposed

DAVID MOYER IS DECLARED CHAIRPERSON FOR 2019. AT THIS POINT THE MEETING IS TURNED OVER TO THE NEWLY ELECTED CHAIRPERSON.

NOMINATIONS FOR VICE CHAIRPERSON

Motion made by Thomas Powanda and seconded by David Moyer nominating James Roma for Vice-Chairperson for 2019. **No comments received.**

All ayes

JAMES ROMA IS DECLARED VICE CHAIRPERSON FOR 2019

PUBLIC COMMENT

None

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/Exec. Asst., 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
Seasonal position (grass mowing)
- Appointment of Brian Mohr as Roadmaster. **No public comments.**

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 comments.**

All ayes

A motion was made by Thomas Powanda and seconded by David Moyer to adopt Resolution No. 2019 – 1 Wage Schedule, ENCLOSED with one correction of an employee wage of \$16.92 to \$17.17 as approved with the adoption of the 2019 Budget, for all township employees. **No public comments.**

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 .58 cents per mile. **No public comments.**

All ayes

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

- a) Safety Manual – Resolution No. 2019 – 2
- b) CDL Operators Manual – Resolution 2019 – 3

No public comments.

All ayes

A motion was made by James Roma and seconded by Thomas Powanda adopting Resolution 2019-4, re-adopting the Washington Township Personnel Manual.

No public comments.

All ayes

A motion was made by David Moyer and seconded by James Roma 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 2019 and also, as the Zoning Officer, Well Permit Officers, and Electrical Inspectors for 2019. And to adopt Resolution No. 2019 – 5 establishing the fees for their services. **No public comments.**

All ayes

Motion made by James Roma and seconded by David Moyer appointing LTL Consultants as the Township's Sewage Officers for 2019 and to adopt Resolution No. 2019 – 6 establishing permit fees for 2019 and naming the following individuals as sewage officers:

John E. Yoder
Bradley A. Pflum
Paul Labe, III
Matt Hoffert
Robert H. Wuerth
Brandon Bettinger
W. David Wallace (Alternate)

No public comments.

All ayes

Motion made by James Roma and seconded by Thomas Powanda to adopt Resolution No. 2019 – 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 2019.

No public comments.

All ayes

Motion made by Thomas Powanda and seconded by James Roma to appoint Gilmore & Associates as the Washington Township Sewer Engineer and approve the 2019 Professional Engineering Service rates. **No public comments.**

All ayes

Motion made by David Moyer and seconded by James Roma appointing Kozloff/Stoudt, Dan Becker esquire, as the Township's Legal Counsel for 2019 at the rate of \$170.00 per hour. **No public comment.**

All ayes

Motion made by Thomas Powanda and seconded by James Roma appointing Orlando Law Offices, P.C., Eugene Orlando, Jr., Esq., as the Washington Township Zoning Hearing Board Solicitor at the rate of \$175.00 per hour for Mr. Orlando and \$150.00 per hour for paralegal services. **No public comments.**

All ayes

Motion made by David Moyer 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 2019. **No public comments.**

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 2019. **No public comments.**

All ayes

Motion made by Thomas Powanda and seconded by James Roma to reappoint the Branch Banking and Trust Company and the PA Local Government Investment Trust as Depositories for all township funds for 2019. **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. Supervisor Powanda stated last year when he attended PSATS he was told Supervisors do not get compensated for attending. Supervisor Moyer stated he believes compensation is for attending during regular working hours not for weekend attendance. Mr. Becker stated Township Code 607.4 outlines what supervisors can be compensated for and also stated compensation is a maximum of \$10.00 per hour up to 80 hours. **No public comments.**

All ayes

Motion made by Thomas Powanda and seconded by James Roma to appoint David Moyer as the Voting Delegate. **No public comments.**

All ayes

FIRE COMPANY RESOLUTION AND BERKS MONT TOWING

Motion made by James Roma and seconded by David Moyer to adopt Resolution No. 2019 – 8 recognizing the Eastern Berks Fire Company as the official fire company of Washington Township. **No public comments.**

All ayes

Motion made by Thomas Powanda and seconded by David Moyer to adopt Resolution No. 2019 – 9 giving the Eastern Berks Fire Company 100% of the Firemen Relief Funds distributed yearly. **No public comments.**

All ayes

Motion made by David Moyer and seconded by Thomas Powanda to adopt Resolution No. 2019 – 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 comments.**

All ayes

A motion was made by David Moyer and seconded by James Roma authorizing Bruce Hoffman, BWB EMA Coordinator, to complete and submit Run Card Authorization forms to Berks County Department of Emergency Services for Emergency Medical Services and Fire Services within Washington Township. **No comments received.**

All ayes

COMMITTEE VACANIES

APPOINTMENT AND/OR REAPPOINTMENT OF PERSONS FILLING

COMMITTEE OPENINGS:

ZONING HEARING BOARD

A motion was made by James Roma and seconded by David Moyer to reappoint Lee Moyer as an Alternate to the Zoning Hearing Board with the term to expire **2021**. **No comments received.**

All ayes

PLANNING COMMISSION APPOINTMENTS

A motion was made by David Moyer and seconded by Thomas Powanda to reappoint Carl Schaeffer and Mark Bedle to the Planning Commission with the terms to expire **2022**. **No comments received.**

All aye

ENVIROMENTAL ADVISORY COUNCIL

A motion was made by James Roma and seconded by David Moyer to reappoint Dorothy Dornsife to the Environmental Advisory Council with the term to expire 2021. **No public comments.**

All ayes

UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

A motion was made by David Moyer and seconded by Thomas Powanda to reappoint Richard Deskie to the Unified Construction Code Board of Appeals with the term to expire 2021. **No public comments.**

All ayes

RECREATION ADVISORY COMMITTEE

At this time there are four (4) vacancies on the Recreation Advisory Committee.

TRANSPORTATION COMMITTEE

Transportation Committee meetings will be changed to the third Wednesday of each month. A motion was made by David Moyer and seconded by Thomas Powanda reappointing Michael Miller to the Transportation Committee with a term to expire 2021.

No comments received.

All ayes

WATER AUTHORITY

A motion was made by David Moyer and seconded by James Roma to appoint Thomas Powanda to the Water Authority with a term to expire 2023. **No public comments.**

All ayes

VACANCY BOARD CHAIRMAN

Motion was made by David Moyer and seconded by Thomas Powanda to appoint Duane Clemmer to serve as Chairman of the Vacancy Board for 2019. **No public comments.**

David Moyer-aye

Thomas Powanda-aye

James Roma-opposed

SAFETY COMMITTEE

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

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 2019. **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 2019. **No public comments.**

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 2019. **No public comments.**

All ayes

Motion made by David Moyer and seconded by Thomas Powanda to appoint the Township Manager as the ADA Handicapped Non-Discrimination Coordinator for 2019. **No public comments.**

All ayes

Motion made by James Roma and seconded by David Moyer to adopt Resolution 2019 – 11 to appoint the Township Manager as the Open Records Officer for 2019, set fees and appeal process. **No public comments.**

All ayes

A motion was made by Thomas Powanda and seconded by David Moyer to adopt Resolution 2019 – 12 naming 4 authorized signatures where 2 are required for Branch Banking and Trust Company. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by James Roma appointing William Piersol and John Wynne to the Board of Auditors. **No comments received.**

All ayes

OTHER RESOLUTIONS

A motion was made by James Roma and seconded by David Moyer to adopt Resolution 2019 – 13 – Code of Conduct. **No comments received.**

All ayes

A motion was made by James Roma and seconded by Thomas Powanda to adopt Resolution 2019 – 14 setting building/zoning fees. **No comments received.**

All ayes

A motion was made by James Roma and seconded by David Moyer to adopt Resolution 2019 – 15 setting the SALDO fees. **No comments received.**

All ayes

Motion made by Thomas Powanda and seconded by James Roma to adopt Resolution 2019-16, reaffirming all fee schedules not dealt with at reorganization this evening as published by General Code in the Township's Codification Book. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by James Roma acknowledging the following items not to be forgotten:

Postel Subdivision (off of Kulp's 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
UNFINISHED BUSINESS

None

NEW BUSINESS

A motion was made by James Roma and seconded by Thomas Powanda approving the meeting minutes of the December 20, 2018 as prepared. **No comments received.**

All ayes

Supervisor Powanda asked why employees are not given Veterans Day off. Supervisor Powanda feels this is an important day and employees should be given that day off. Supervisor Roma stated the schedule for 2019 has already been approved and it is too late to change it. It was suggested this be revisited at the end of the year for the 2020 schedule.

Supervisor Roma stated that for 2019 an investigation should take place for ways to eliminate the 1 mil of tax money being collected which was put into place to assist with the sewer debt. Mr. Roma stated it has been shown the sewer system can financially stand on its own feet, so either all or a portion should be returned either this year or next

year. Mr. Roma stated there is a full year to discuss ideas. Chairman Moyer stated this has been discussed and stated the tax was not specifically designated for the sewer debt therefore it was a regular tax increase put into the general fund and the sewer cannot be used to lower the tax.

ANNOUNCEMENTS

The WTMA (Water Authority) will meet Thursday, January 24, 2019 at 6:30 pm.

The next regular meeting of the Board of Supervisors will be held on Thursday, January 24, 2019 at 7:00 pm

The Zoning Hearing Board will meet on January 23, 2019 at 6:00 p.m.

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by James Roma and seconded by David Moyer to adjourn the meeting at 6:13 p.m. **No public comment.**

All ayes

Respectfully submitted,

Richard Sichler
Secretary/Manager