

**ROBESON TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING**

**January 5, 2015**

The Reorganization Meeting of the Robeson Township Board of Supervisors for the year 2015 was held Monday evening, January 5, 2015 at the Robeson Township Municipal Building. The meeting was called to order at 6:05PM by Supervisor Feeg. Present for the meeting were Supervisors Love, Brown, Smith & Deeds. Also present was Township Manager Thomas C. Keim.

**PLEDGE TO THE FLAG AND MOMENT OF SILENCE**

A motion was made by Supervisor Feeg, seconded by Supervisor Love to nominate Supervisor Smith as **Temporary Chairman** for 2015 Reorganization.

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

The temporary chairman entertained a motion to appoint a **Chairman of the Board of Supervisors** for 2015. Supervisor Love moved to appoint Supervisor Feeg as Chairman. After a second by Supervisor Smith, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Chairman Feeg assumed the Chair for the remainder of the meeting.

Supervisor Brown moved to appoint Supervisor Love as the **Vice-Chairman** of the Board of Supervisors for 2015. After a second by Supervisor Deeds, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

A motion was made by Chairman Feeg, seconded by Supervisor Love to appoint Supervisor Brown as **Township Secretary** for 2015. The vote follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

A motion was made by Supervisor Smith, seconded by Chairman Feeg to appoint Manager Keim as **Assistant Township Secretary** for 2015. The vote follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

A motion was made by Supervisor Smith, seconded by Supervisor Love to appoint Manager Keim as **Township Treasurer** for 2015. The vote follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Chairman Feeg read the following appointments to Township Offices:

- |     |                                                                        |   |                                                                                                                           |
|-----|------------------------------------------------------------------------|---|---------------------------------------------------------------------------------------------------------------------------|
| 1.  | Township Manager                                                       | - | Thomas C. Keim                                                                                                            |
| 2.  | Township Recording Secretary                                           | - | Kathleen C. Farrell                                                                                                       |
| 3.  | Township Open Records Officer                                          | - | Kathleen C. Farrell                                                                                                       |
| 4.  | Municipal Authority Recording Secretary                                | - | Geraldine E. Sensenig                                                                                                     |
| 5.  | Municipal Authority Open Records Officer                               | - | Geraldine E. Sensenig                                                                                                     |
| 6.  | Police Department Open Records Officer                                 | - | Colleen A. Easterday                                                                                                      |
| 7.  | EAC & GAJA Liaison – Supervisor                                        | - | <u>Chairman Feeg</u> – unanimously                                                                                        |
|     | upon a motion by Supervisor Smith that was seconded by Supervisor Love |   |                                                                                                                           |
| 8.  | Engineer for Township and Park & Recreation                            | - | Gary Kraft, P.E.                                                                                                          |
| 9.  | Code Enforcement, Building & Zoning Officer                            | - | Kraft Code Services                                                                                                       |
| 10. | Alternate Building, Zoning & Code Enforcement Officer                  | - | Gary Kraft, P.E.                                                                                                          |
| 11. | Emergency Management Coordinator                                       | - | Galen L. Brown                                                                                                            |
| 12. | Alternate Emergency Management Coordinator                             | - | <b>VACANT</b>                                                                                                             |
| 13. | Township Plumbing Inspector                                            | - | Kraft Code Services                                                                                                       |
| 14. | Vacancy Board                                                          | - | David Wolfe                                                                                                               |
| 15. | Sewage Enforcement Officer                                             | - | Berks Envirotech:<br>Cynthia E. Hix<br>Allen W. Madeira<br>Leonard W. Spencer<br>Brian R. Coburn Jr.<br>Seth Bacon, CPSSc |
| 16. | Alternate Sewage Enforcement Officer                                   | - | Technicon Enterprises                                                                                                     |

Supervisor Smith moved to affirm/reaffirm the appointments for 2015 listed above. After a second by Supervisor Deeds, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Supervisor Smith moved to appoint Hartman Shurr Valeriano as **Solicitor for the Township, Planning Commission and Park and Recreation Board**. After a second by Supervisor Love, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Supervisor Love moved to appoint Chairman Feeg as **Delegate to the 2015 P.S.A.T.S. Convention**. After a second by Supervisor Smith, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Supervisor Smith moved to reappoint the following members to their respective positions for a new term:

- |    |                                 |   |                                               |
|----|---------------------------------|---|-----------------------------------------------|
| 1. | David Talarico                  | - | Planning Commission term ends 1/19            |
| 2. | Philip Nannen                   | - | Zoning Hearing Board term ends 1/17           |
| 3. | Kiersten Keim-Shendge           | - | Park & Rec Board term ends 1/20               |
| 4. | David Stanton                   | - | Environmental Advisory Council term ends 1/18 |
| 5. | Noel "Chip" Karasin, PC Liaison | - | Environmental Advisory Council term ends 1/18 |
| 6. | Harold Steve                    | - | GAJA Board term ends 1/19                     |

After a second by Supervisor Deeds, the vote for David Talarico, Philip Nannen, Kiersten Keim-Shendge, David Stanton, Noel "Chip" Karasin & Harold Steve was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Motion was made by Supervisor Brown to set the **Treasurer's Bond at \$800,000.00** for 2015. This bond is to be filed with the Board of Auditors. After a second by Supervisor Deeds, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Supervisor Deeds moved to set the following salaries for 2015:

Township Manager Thomas C. Keim at \$56,650.00 annual salary with an additional week (40 hours) of vacation. Township Administrative Assistant Kathleen C. Farrell at \$23.68 hourly salary. In addition to the hourly salary, Administrative Assistant overtime will be paid at 1½ x the hourly rate. Also, in addition to the hourly salary, Road Maintenance Workers emergency compensation shall be paid at 1½ x the hourly rate for necessary and reasonable emergency roadwork, both labor and supervisory time, as per the Teamsters Contract, which shall be recorded by the time clock.

After a second by Chairman Feeg, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Supervisor Deeds moved to **set salaries for uniformed and non-uniformed employees and the Chief of Police as listed in the applicable labor agreements.** Salaries for uniformed employees shall be as stated in the contract in effect as of 1/1/15; salaries for non-uniformed employees shall be as stated in the contract in effect as of 1/1/14; and the salary for the Chief of Police shall be as stated in the agreement in effect as of 1/1/13. After a second by Supervisor Smith, the vote was as follows:

Roger K. Feeg	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
R. Douglas Love	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Robert L. Deeds Jr.	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Galen L. Brown	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Christopher M. Smith	-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Motion was made by Supervisor Deeds, seconded by Supervisor Smith to have the **2015 Meetings** for Robeson Township elected and appointed boards to be held in the Municipal Meeting Room located at 2689 Main Street, Birdsboro, PA 19508 as follows:

1. **Supervisors Regular Public Meeting** held the third Tuesday of each month at 7:00PM.
2. **Supervisors Workshop Meeting** held the second Thursday prior to the third Tuesday of each month at 7:00PM.
3. **Planning Commission Meeting** held the first Monday of each month at 7:00PM.
4. **Municipal Sewer Authority Meeting** held on the third Monday of each month at 7:00PM.
5. **Board of Parks and Recreation** held on the fourth Monday; quarterly meetings beginning February 23, 2015 at 6:00PM.
6. **Environmental Advisory Council** held on the first Thursday bi-monthly at 7:00PM.
7. **Zoning Hearing Board Meeting** held on the fourth Thursday of each month at 7:00PM as needed.

The vote was as follows:

Roger K. Feeg	-	Yes	<u>√</u>	No	_____
R. Douglas Love	-	Yes	<u>√</u>	No	_____
Robert L. Deeds Jr.	-	Yes	<u>√</u>	No	_____
Galen L. Brown	-	Yes	<u>√</u>	No	_____
Christopher M. Smith	-	Yes	<u>√</u>	No	_____

Supervisor Smith moved to adopt the following Resolutions:

- **Resolution #15-01** - Appoint a certified or competent public accountant or a firm of certified or competent public accountants, which shall be registered in the Commonwealth of Pennsylvania, to make an examination of all accounts of the Township for the next fiscal year stated in the resolution, and determine the compensation of the appointed accountant for 2015.
- **Resolution #15-02** - Amending the fee schedule and establishing new fee schedules for Engineering, subdivision, land development, zoning, plumbing, building, driveway, road occupancy & related, administrative rates & formula for calculating personnel rates for 2015.
- **Resolution #15-03** - Fixing the fee schedule for the issuance of sewage permits and Land Development Subdivision Modules by Berks Envirotech, Inc.
- **Resolution #15-04** - Fixing the fee schedule for the issuance of sewage permits and Land Development Subdivision Modules by Technicon Enterprises, Inc.

After a second by Chairman Feeg, the vote was as follows:

Roger K. Feeg	-	Yes	<u>√</u>	No	_____
R. Douglas Love	-	Yes	<u>√</u>	No	_____
Robert L. Deeds Jr.	-	Yes		- #15-01, #15-03 & #15-04	
		No		- #15-02	
Galen L. Brown	-	Yes	<u>√</u>	No	_____
Christopher M. Smith	-	Yes	<u>√</u>	No	_____

The BOS announced a Joint Meeting with the RTMA will be advertised in the *Reading Eagle* to be held on January 15<sup>th</sup> @ 7:00PM to discuss and consider action on the sewer module for Green Hills Estates in conjunction with the BOS Workshop.

There being no further business, Supervisor Smith moved to adjourn the meeting at 6:43PM. After a second by Supervisor Deeds, the vote was as follows:

Roger K. Feeg	-	Yes	<u>√</u>	No	_____
R. Douglas Love	-	Yes	<u>√</u>	No	_____
Robert L. Deeds Jr.	-	Yes	<u>√</u>	No	_____
Galen L. Brown	-	Yes	<u>√</u>	No	_____
Christopher M. Smith	-	Yes	<u>√</u>	No	_____

Respectfully submitted,  
Kathleen C. Farrell,  
Recording Secretary