

**ROBESON TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
January 3, 2022**

The Reorganization Meeting of the Robeson Township Board of Supervisors for fiscal year 2022 was held Monday, January 3, 2022, at 6PM at the Robeson Township Municipal Building. The meeting was called to order at 6:01PM by Chairman Christopher Smith. Also present for the meeting were Supervisors R. Douglas Love & Jeffrey Rhoads. Supervisor Brown joined the meeting at 6:12 PM via zoom.

PLEDGE TO THE FLAG AND MOMENT OF SILENCE

A motion was made by Supervisor Smith seconded by Supervisor Love to nominate Manager Easterday as **Temporary Chair** for 2022 Reorganization, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> </u>	Not Present	
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

The **Temporary Chair** entertained a motion to nominate a **Chairman of the Board of Supervisors** for 2022. Supervisor Love moved to appoint Supervisor Smith as Chairman. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> </u>	Not Present	
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

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

Chairman Smith moved to nominate Supervisor Love as **Vice-Chairman** of the Board of Supervisors for 2022. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> </u>	Not Present	
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

A motion was made by Vice Chairman Love seconded by Chairman Smith to appoint Supervisor Brown as **Township Secretary** for 2022. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

A motion was made by Chairman Smith seconded by Vice Chairman Love to appoint Manager Easterday as **Assistant Township Secretary** for 2022. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

A motion was made by Chairman Smith seconded by Supervisor Rhoads to appoint Manager Easterday as **Township Treasurer** for 2022. The vote follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Chairman Smith read the following appointments to Township Offices:

- | | | | |
|-----|---|---|---------------------------|
| 1. | Township Manager | - | Colleen A. Easterday |
| 2. | Township Recording Secretary | - | As Directed by Manager |
| 3. | Township Open Records Officer | - | Sheila McCune |
| 4. | Township Deputy Open Records Officer | - | Sheila McCune |
| 5. | Municipal Authority Open Records Officer | - | Colleen A. Easterday |
| 6. | Municipal Authority Deputy Open Records Officer | - | Sheila McCune |
| 7. | Police Department Open Records Officer | - | Colleen A. Easterday |
| 8. | EAC Liaison – | - | Christopher Smith |
| 9. | GAJA Liaison – | - | Harold Steve |
| 10. | Engineer for Township and Park & Recreation | - | Kraft Engineering |
| 11. | Code Enforcement, Building & Zoning Officer | - | Kraft Code Services |
| 12. | Alternate Building, Zoning & Code Enforcement Officer | - | Kraft Engineering |
| 13. | Emergency Management Coordinator | - | Galen L. Brown |
| 14. | Deputy Emergency Management Coordinator | - | Scott Gullo |
| 15. | Vacancy Board | - | Michael Neatock |
| 16. | Sewage Enforcement Officer | - | Berks Envirotech |
| 17. | Alternate Sewage Enforcement Officer | - | System Design Engineering |

Vice Chairman Love moved to reaffirm the appointments for 2022 listed above. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Chairman Love moved to appoint Hartman Valeriano Magovern & Lutz, PC as **Solicitor for the Township, Planning Commission and Park & Recreation Board**. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Vice Chairman Love moved to appoint Chairman Smith as **Delegate to the 2022 P.S.A.T.S. Convention**. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Motion by Chairman Smith second by Supervisor Rhoads to Amend the agenda to remove the current mention of Steve Marino, Henry Ramsay and Terri Lampe Melcher for reappointment and insert William Meister and Thomas Keim terms ending in 2026, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Supervisor Rhoads moved to appoint / reappoint the following members to their respective positions for a new term: After a second by Vice Chairman Love the vote was as follows:

- William Meister - Planning Commission term ends 12/31/2026
- Thomas Keim - Planning Commission term ends 12/31/2026
- Anthony Firrantello - Municipal Authority term ends 12/31/26
- Patrick Bauer - Municipal Authority term ends 12/31/26
- **VACANT** - Park & Recreation Board term ends 1/24
- **VACANT** - Park & Recreation Board term ends 1/24
- **VACANT** - EAC Alternate term ends 1/21
- **VACANT** - Board of Auditors (2 Year Term) ends 1/22

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Motion was made by Vice Chairman Love to set the **Treasurer’s Bond at \$2,000,000.00** for 2022. This bond is to be filed with the Board of Auditors. Following a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Supervisor Rhoads moved to adopt **Resolution #22-01** to appoint Barbara Akins, a firm of certified and competent public accountants which are 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 at the compensation rates of the appointed accountant for 2022 as advertised November 17, 2021. Following a second by Vice Chairman Love, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Vice Chairman Love moved to adopt **Resolution #22-02** Implementing 2022 Sewage Permit Fees for Berks Envirotech, Inc. (SEO) to include IRS mileage rate. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Supervisor Rhoads moved to adopt **Resolution #22-03** Implementing 2022 Sewage Permit Fees for System Design Engineering, Inc. (backup SEO) to include IRS mileage rate. After a second by Vice Chairman Love, the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Vice Chairman Love moved to adopt **Resolution #22-04** implementing the 2022 Robeson Township Fee Schedule to include IRS mileage rate. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love	-	Yes	<u> x </u>	No	<u> </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Supervisor Rhoads moved to adopt **Resolution #22-05** appointing Bernard C. Keturakis II to the Robeson Township Zoning Hearing Board. After a second by Supervisor Brown the vote was as follows:

R. Douglas Love	-	Yes	<u> </u>	Abstained	<u> X </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Supervisor Rhoads moved to adopt **Resolution #22-06** appointing Scott Haddock to the alternate position on the Zoning Hearing Board. After a second by Supervisor Brown the vote was as follows:

R. Douglas Love	-	Yes	<u> </u>	Abstained	<u> X </u>
Galen L. Brown	-	Yes	<u> x </u>	No	<u> </u>
Christopher M. Smith	-	Yes	<u> x </u>	No	<u> </u>
Timothy B. Bitler	-	Yes	<u> </u>	Not Present	
Jeffrey A. Rhoads	-	Yes	<u> x </u>	No	<u> </u>

Vice Chairman Love moved to adopt **Resolution #22-07** appointing DOROTHY W. LYNN as Deputy Tax Collector. After a second by Supervisor Rhoads the vote was as follows:

R. Douglas Love -	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"/>
Timothy B. Bitler -	Yes <input type="checkbox"/>	Not Present
Jeffrey A. Rhoads -	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

6:28 meeting adjourned upon a motion by Supervisor Brown second by Chairman Love, motion carried.

Respectfully Submitted

Colleen Easterday/ Township Manager