

**BOARD OF SUPERVISORS  
ORGANIZATION MEETING  
AGENDA**

**JANUARY 3, 2022  
7:00PM**

Call the Reorganization Meeting to order.

Pledge to the flag.

Nomination to appoint a Temporary Chairman and Temporary Secretary for the purpose of electing officers for the Township of Rockland for 2022.

Temporary Chairman opens the nomination and election of Chairman.

Temporary Chairman turns meeting back to newly elected Chairman.

Chairman opens the nomination and election of a Vice Chairman.

Appointment of the Secretary/Treasurer.

Appointment of the Roadmaster.

Appointment/reappointment of the employees of the Rockland Township Road Department.

Establish wages for employees of Rockland Township for 2022.

Full-time employees shall also receive compensation for the Rockland Township Non-Uniform Pension Plan and insurances as outlined in the Rockland Township Personnel Policy.

The full-time employees shall also receive the following paid holidays according to the Rockland Township Personnel Policy:

New Year's Day	Thanksgiving Day
Good Friday	Memorial Day
Primary Election Day	Independence Day
Election Day	Labor Day
3 Personal Days	Christmas Day
Day after Thanksgiving Day	

Vacation for full-time employees is specified in the Personnel Policy established by the Board of Supervisors. All vacation shall be used in the payroll year or shall be forfeited unless the Board of Supervisors approves carrying forward any remaining vacation to the new payroll year.

Appointment of a Chief Plan Administrator for the Rockland Township Non-Uniform Pension Plan.

Establish the amount of the Treasurer's Bond.

Approve depositories for Township's funds.

Authorize the Treasurer to transfer money and issue checks as needed for the following purposes: 1) transfer money biweekly to the Payroll Fund to cover payroll expenses, and 2) transfer money to the General Fund Checking Account and issue checks for payment of operational expenses for invoices received after Board of Supervisors meeting in order to avoid late fees. All General Fund checks must be signed by the Treasurer and a minimum of two Supervisors.

Authorize the Treasurer to invest monies as directed by the Board of Supervisors.

Approve compensation for the elected Tax Collector, Mollie Prey.

Authorize the County of Berks to print and mail joint real estate tax bills for 2022 (with Rockland Township sharing equally in the cost for printing and postage).

Set fee for solicitation permits.

Appointment of the Township's legal counsel and legal counsel for the Planning Commission.

Appointment of Solicitor for the Zoning Hearing Board.

Appointment of the Township's Engineer and Engineer for the Planning Commission. Approve Rate Schedule for engineering services for 2022.

Appointment of the Township's Sewage Enforcement Officer. Approve Rate Schedule for SEO services for 2022.

Approve Resolution establishing fees for Sewage Enforcement Officer's services for 2022.

Appointment of the Township's Zoning Officer.

Appointment of the Township's Building Inspector(s)/Building Code Official(s). Approve Rate Schedule for building inspector(s)/building code official(s) for 2022.

Set Building Permit and Zoning Permit fees for Rockland Township for 2022.

Appointment of one registered elector of the township to serve as Chairman of the Vacancy Board.

One expired term on Planning Commission – Re-appoint Richard Mazich or appoint resident to serve a 5-year term (new term to expire December 2026).

One expired term on the Zoning Hearing Board. Re-appoint William Schellenberger or appoint resident to serve a 3-year term (new term to expire December 2024).

Two expired terms for Zoning Hearing Board Alternates. Re-appoint Jenifer Geisinger and Robert Ralston to serve a 3-year term (new term to expire December 2024).

Set Pay Rate for Planning Commission & Zoning Hearing Board Members.

Appointment of residents to serve on the Park and Recreation Board.

Approve participation and continued membership in the Countywide Board of Appeals for the Uniform Construction Code for 2022 and designate the Countywide Board of Appeals as the Appeals Board to handle appeals associated with the Uniform Construction Code. (*\$300 membership fee*)

Approve fee for submittal of application for Variance/Special Exception or Appeal to be heard by Zoning Hearing Board as set in Resolution 2003-12 (*\$750.00*)

Approve filing fee for a Curative Amendment or a Zoning Change as set in Resolution 2003-12 (*\$1,500.00*)

Approve fees for Subdivision/Land Development Submission as established in Resolution 2010-07.

Appointment of Driveway Permit Administrator.

Approve fees for Driveway Permits as established in Resolution 2003-03.

Approve roadway crossing and encroachment fee. (*Current fee is \$200.00*)

Reappointment of Township Emergency Management Coordinator.

Reappointment of Agricultural Security Board/Committee members.

Appointment of CPA to perform the Township Audit for the year ending December 2021, in lieu of elected auditors.

Approve fee for Junkyard Permits (*\$75.00 – Ordinance #1967-02*)

Approve fee for duplication of public record requests as set in Resolution 2009-03. (*\$0.25 per side*)

Appointment of Township's Open Records Officer.

Set Township Service Fees for 2022 (same as 2021)

- Return Check Fee (\$35.00)
- Copy Charge (\$0.25 per side)
- Zoning Ordinance (\$20.00 text portion + \$5.00 map = \$25.00 Total)
- Zoning Map (\$5.00)
- Subdivision & Land Development Ordinance (\$20.00)
- Stormwater Management Ordinance (\$20.00)

Appointment of Berks County Tax Collection Committee (TCC) Delegates – Motion to reappoint Rosemary Lamaestra as Primary Voting Delegate and Nicole DelGuerico as Alternate Voting Delegate for the Berks County Tax Collection Committee.

Approve the use of the current Internal Revenue Service's standard business mileage rate for all 2022 mileage reimbursements.

Designate Publication for Advertisement of Public Notices.

The Board of Supervisors shall certify delegates to the State Association's annual convention. The Board shall also choose one person to serve as the voting delegate. Compensation for attendance at the convention shall be approved (\$75.00 per day plus out of pocket expenses).

**PUBLIC COMMENT**

**ADJOURNMENT**