

**ROCKLAND TOWNSHIP
BOARD OF SUPERVISORS**

REORGANIZATION MEETING MINUTES

JANUARY 5, 2015

The Reorganization Meeting of the Rockland Township Board of Supervisors was held on January 5, 2015 beginning at 7:30PM at the Rockland Township Municipal Building, 41 Deysher Road, Fleetwood, PA 19522. The following Board Members were present: Harold (Herb) Meadway, Duane Bennetch and Russell Coffin. Also present were Attorney Crump (Township Solicitor) and interested citizens.

The meeting was called to order at 7:30PM by Supervisor, Herb Meadway. The meeting was opened with the pledge to the flag.

Herb Meadway opened the nominations to appoint a Temporary Chairman and Temporary Secretary for the purpose of electing officers for the Township of Rockland for 2015. On a motion by Herb Meadway, seconded by Duane Bennetch, Duane Bennetch was nominated as Temporary Chairman and Karen Krall was nominated as Temporary Secretary. 3 Yes, 0 No Motion carried.

Duane Bennetch, Temporary Chairman, opened the nominations for Chairman of the Board of Supervisors. On a motion by Duane Bennetch, seconded by Herb Meadway, Herb Meadway was nominated as Chairman of the Board of Supervisors. 3 Yes, 0 No Motion carried.

The meeting was turned over to the new Chairman, Herb Meadway.

The Chairman opened the nominations for Vice Chairman of the Board of Supervisors. On a motion by Herb Meadway, seconded by Duane Bennetch, Duane Bennetch was nominated as Vice Chairman of the Board of Supervisors. 3 Yes, 0 No Motion carried.

The Chairman opened the nomination for Secretary/Treasurer for Rockland Township. On a motion by Herb Meadway, seconded by Duane Bennetch, Karen Krall was nominated to serve as Secretary/Treasurer for Rockland Township. 3 Yes, 0 No Motion carried.

The Chairman opened the nominations for Roadmaster for Rockland Township. On a motion by Herb Meadway, seconded by Duane Bennetch, Michael Pott was nominated to serve as Roadmaster for 2015 for Rockland Township. 3 Yes, 0 No Motion carried.

The Board of Supervisors reappointed the following employees of the Rockland Township Road Department. On a motion by Herb Meadway, seconded by Duane Bennetch, the following individuals were reappointed: Full-time – Michael Pott, Full-time – Edward Korn, Full-time – Thomas Weisner, and Temporary Part-Time – Samuel Readinger. 3 Yes, 0 No Motion carried.

The Board of Supervisors established wages for the Secretary/Treasurer and Full-time employees. On a motion by Herb Meadway, seconded by Duane Bennetch, the Secretary/Treasurer, Karen Krall, shall be compensated at an annual salary of \$45,084.00. 3 Yes, 0 No Motion carried. On a motion by Herb Meadway, seconded by Duane Bennetch, Michael Pott shall continue to be compensated at his current hourly rate of \$22.85/hour until his review upon completion of his 6-month probationary period, and Thomas Weisner shall continue to be compensated at his current hourly rate of \$18.00/hour until his review upon completion of his 6-month probationary period. 3 Yes, 0 No Motion carried. On a motion by Herb Meadway, seconded by Russell Coffin, Edward Korn shall be compensated at an hourly rate of \$19.95/hr (\$0.30 increase). 3 Yes, 0 No Motion carried. On a motion by Herb Meadway, seconded by Duane Bennetch, temporary part-time employee, Samuel Readinger, shall be compensated at \$15.50/hour (\$0.25 increase). 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, 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. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the full-time employees shall also receive the following paid holidays according to the Rockland Township Personnel Policy: New Year's Day, Good Friday, Primary Election Day, Election Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, and three personal days. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, vacation for full-time employees shall be as specified in the Personnel Policy established by the Board of Supervisors which includes 4 weeks vacation after 10 years of service with the condition that all vacation shall be used in the payroll year or shall be forfeited unless the Board of Supervisors approves payment for unused vacation or agrees to apply any remaining vacation to the next year. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, Karen Krall was appointed as the Chief Plan Administrator for the Rockland Township Non-Uniform Pension Plan. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the resignation of Joel Gaddy as Auditor was accepted effective December 29, 2014. 3 Yes, 0 No Motion carried. On a motion by Duane Bennetch, seconded by Herb Meadway, Jenifer Geisinger, 159 Deysher Road, Fleetwood, PA was appointed as Auditor (to fill vacancy as a result of Joel Gaddy's resignation). 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the Treasurer's Bond shall be set at \$1 million. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the depositories for the Township's funds for 2015 shall be National Penn Bank, PLGIT, and First Priority Bank. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Russell Coffin, the Treasurer was authorized to transfer money as needed for the following purposes: 1) transfer money biweekly to the Payroll Fund to cover payroll expenses, 2) transfer money to the General Fund checking account and issue checks for payment of operational expenses for invoices received after the Board of Supervisors meeting in order to avoid late fees, 3) transfer money to the General Fund checking account to issue checks serving as health reimbursement to employees, upon receipt of authorization to reimburse from The Benecon Group. All checks must be signed by the Treasurer and a minimum of two Supervisors. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the Treasurer was authorized to invest Township monies as directed by the Board of Supervisors. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the compensation for the elected Tax Collector (term ends December 2017) shall be 3.5% per Resolution #2013-04. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, Carol Fox was approved as Deputy Tax Collector effective thru term ending December 31, 2017. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the Board authorized the County of Berks to print and mail joint real estate tax bills for 2015 (with Rockland Township sharing equally in the cost of printing and postage). 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the fee for solicitation permits shall be as set in Resolution #2002-11, which is \$25.00, and solicitation permits shall be issued by the Secretary/Treasurer. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the Township's Legal Counsel and the Legal Counsel for the Planning Commission shall be Attorney Alfred W. Crump, Jr. at \$185.00/hr. 3 Yes, 0 No Motion carried.

After a brief discussion, the Board agreed to table the agenda item pertaining to the appointment of the Township's Engineer and Engineer for the Planning Commission and approval of 2015 rate schedule for engineering services and recommended the Secretary/Treasurer forward the proposal to LTL Consultants, Ltd. to address some concerns raised by the Board with regard to proposed 2015 rates, mileage reimbursements, etc. On a motion by Duane Bennetch, seconded by Herb Meadway, the Secretary/Treasurer was to forward the prepared proposal to LTL Consultants, Ltd. and request a response/clarification by the January 13, 2015 Board meeting and agreed to table the appointment of Township Engineer and Engineer for the Planning Commission, including approval of 2015 rate schedule for engineering services. 3 Yes, 0 No Motion carried.

The Board briefly discussed the possible addition of a set "SEO Witnessing Fee" to the Township's Permit Fee Schedule. On a motion by Duane Bennetch, seconded by Herb Meadway, the Board instructed the Secretary/Treasurer to inquire as to whether LTL Consultants, Ltd. would be agreeable to the addition of a set "SEO Witnessing Fee" for Rockland Township, and requested a response by the January 13, 2015 meeting. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the appointment of the Township's Sewage Enforcement Officer and approval of a Resolution establishing fees for Sewage Enforcement Officer's services for 2015 was tabled due to aforementioned rate/mileage concerns, etc. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the Board approved the continuation of LTL Consultants, Ltd. as Zoning Officer (pending agreement with LTL Consultants, Ltd. on 2015 rate) and approved the dual appointment of LTL Consultants, Ltd. and Michael Schwenk, Schwenks Code Enforcement as Building Code Official/Building Inspector for Rockland Township for 2015 (same as for 2014). 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the Board approved the 2015 Building Permit and Zoning Permit Fee Schedule for 2015, subject to revision. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Russell Coffin, Dallas Angstadt was appointed to serve as Chairman of the Vacancy Board. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Russell Coffin, Herb Meadway was reappointed to serve until December 2019, a 5 year term, on the Planning Commission. 3 Yes, 0 No Motion carried.

Nathan Roush	Term expires December 2018
William McFadden	Term expires December 2017
Richard Mazich	Term expires December 2016
Nancy Ogden	Term expires December 2015

On a motion by Herb Meadway, seconded by Duane Bennetch, Robert Sodaitis was reappointed to serve a 3 year term, until December 2017, on the Rockland Township Zoning Hearing Board. 3 Yes, 0 No Motion carried.

Brian Barrell	Term expires December 2016
William Schellenberger	Term expires December 2105

On a motion by Herb Meadway, seconded by Duane Bennetch, the compensation for the Planning Commission members and Zoning Hearing Board members shall be as follows: Planning Commission, \$35.00 per meeting and Zoning Hearing Board, \$50.00 per hearing (per Resolution #2003-12). 3 Yes, 0 No Motion carried.

Appointment to Park & Recreation Board - On a motion by Herb Meadway, seconded by Duane Bennetch, Lisa Hunter was appointed to serve on the Park & Recreation Board. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the Board approved the Township's participation and continued membership in the Countywide Board of Appeals for the Uniform Construction Code for 2015 and designated the Countywide Board of Appeals for the Uniform Construction Code. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the fee for submittal of an application for a variance/special exception or appeal to be heard by the Zoning Hearing Board shall be as established in Resolution 2003-12 (\$750.00). 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the filing fee for a Curative Amendment or application for Zoning Change shall be as set in Resolution 2003-12 (\$1,500.00). 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the fee for a Subdivision/Land Development Plan Submission shall remain as established in Resolution 2010-07. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, Michael Pott was appointed as the Driveway Permit Administrator. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the fees associated with Driveway Permits shall be as established in Resolution 2003-03. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the fee for a roadway crossing and encroachment fee shall be \$100.00. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, Alton Zentner was appointed to serve as the Emergency Management Coordinator for Rockland Township. 3 Yes, 0 No Motion carried. (The Emergency Management Coordinator shall be compensated for up to six seminars for required training per year at \$75.00 per seminar plus expenses, upon receipt of confirmation of attendance and itemized receipts for all related expenses.)

On a motion by Herb Meadway, seconded by Russell Coffin, Dallas Angstadt, Norman Burkholder, David Nace, and Herb Meadway were reappointed to serve on the Agricultural Security Board/Committee for Rockland Township, and Duane Bennetch was appointed to replace Terry Fegley on the Agricultural Security Board/Committee. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the Board approved the appointment of Herbein & Company, Inc. to perform the Township Audit for the year ending December 2014 at a cost not to exceed \$6,200.00, in lieu of the elected auditors, and the Board authorized the Secretary/Treasurer to sign the letter of engagement with Herbein & Company on the Township's behalf. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the fee for a junkyard permit shall be \$75.00 (per Ordinance #1967-02). 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the fee schedule for duplication of public record requests shall be as established by Resolution #2009-03 (\$0.25/side). 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, Karen Krall was reappointed as the Township's Open Records Officer. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the following Township Service Fees for 2015 were approved: \$35.00 Return Check Fee, \$0.25/side Copy Charge, \$20.00 Zoning Ordinance (text portion only), \$25.00 Zoning Ordinance plus Zoning Map, \$5.00 Zoning Map, \$20.00 Subdivision & Land Development Ordinance, and \$20.00 Stormwater Management Ordinance. 3 Yes, 0 No Motion carried.

On a motion by Herb Meadway, seconded by Duane Bennetch, the Board approved the use of the current Internal Revenue Service's standard business mileage rate for all 2015 mileage reimbursements. 3 Yes, 0 No Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the Reading Eagle was designated as the publication for advertisement of public notices for Rockland Township. 3 Yes, 0 No Motion carried.

The Board of Supervisors shall certify delegates to the State Association's annual convention. On a motion by Herb Meadway, seconded by Duane Bennetch, Duane Bennetch shall be the voting delegate to the State Convention, and compensation for attendance shall be \$75.00 per day plus out of pocket expenses. 3 Yes, 0 No Motion carried.

OTHER BUSINESS

On a motion by Duane Bennetch, seconded by Herb Meadway, the third payment of \$38,629.91 to Kansas State Bank for the 2013 Mack truck was approved (payment is due by 1/10/15). There was no public comment. 3 Yes, 0 No Motion carried.

There was no public comment.

On a motion by Herb Meadway, seconded by Duane Bennetch, the meeting was adjourned at 8:48PM. Motion carried.

Respectfully submitted,

Karen Krall
Secretary/Treasurer