

Brecknock Township Board of Supervisors
Minutes of Reorganization and Regular Meeting – January 7, 2013

The reorganization and regular monthly meeting of the Brecknock Township Board of Supervisors was called to order at 7 PM by temporary chairman Jeff Fiant at the Township Building with all members present, followed by the salute to the flag. The reorganization meeting was then conducted.

1. Chairman: Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to reappoint Jeff Fiant.
2. Motion was made by Mark Weber seconded by Jeff Fiant and unanimously approved to reappoint the following positions: Vice Chairman – Richard Burkhart; Secretary Treasurer – Dorothy Martin; Assistant Secretary – Lisa Reinoehl.
3. Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to reappoint the following positions: Full time police chief – none at present time; Full time officer in charge – Jack Singerling; Full time sergeant – none at present time; Full time corporals – Jack Singerling, Nicholas Concordia; Full time patrolmen – Mark Hafner, Dale Winchester; Part time patrolmen – Chad Eberly, Brandi Courtesis, Keely Johnston, Duane Witman; minutes amended at 2/5/2013 meeting to include Michael Martin
4. Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to reappoint the following positions: Full time road workers – Charles Keifer, Jon Murphy; Part time seasonal road workers – Charles Crowell, Dennis Gaul; Solicitor – Hartman Shurr; Bank – Citizens Bank; Roadmaster – Charles Keifer
5. Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to reappoint all members of the Board of Supervisors to work on the roads if needed.
6. Motion was made by Richard Burkhart seconded by Jeff Fiant and unanimously approved to reappoint the following positions: Police Liaison Supervisor: Mark Weber; Zoning Officer – Jim Franey. There is no assistant zoning officer at the present time.
7. Sewage Enforcement Officer and Alternate Sewage Enforcement Officer: Motion was made by Richard Burkhart seconded by Jeff Fiant and unanimously approved to reappoint LTL Consultants, Ltd. and to approve their 2013 fee schedule. **RES. #2013-1**
8. Engineer: Motion was made by Richard Burkhart seconded by Jeff Fiant and unanimously approved to reappoint LTL Consultants, Ltd. and to approve their 2013 fee schedule **RES. #2013-2**
9. Motion was made by Mark Weber seconded by Jeff Fiant and unanimously approved to appoint the following positions: Planning Commission – Richard Burkhart and Dennis McIntyre for four-year terms; Zoning Hearing Board – Michael Ruth for a three-year term as a regular Board member and Michael Bieber for a three-year term as an alternate Board member – **RES. #2013-3**;

- Zoning Hearing Board Solicitor- affirm appointment of Daniel P. Becker which appointment is made by the Zoning Hearing Board.
10. Motion was made by Richard Burkhart seconded by Jeff Fiant and unanimously approved to reappoint the following positions: Building Code Official: Jim Franey, Contractors Inspection Services; Vacancy Board Chairman: Gerald Wert.
 11. Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to reappoint the following positions: Earned Income Tax Collector – Berks Earned Income Tax Bureau; Amusement Tax Collector – Brecknock Township to continue collecting the tax; Federal Mileage Reimbursement Rate – 56.5 cents per mile; bills with discount to be paid when received and bills due before next meeting that will incur a late fee to be paid when received; Treasurer's bond - \$700,000.
 12. Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to re-enact tax resolution #7 (amusement tax), ordinance #8 (real estate transfer tax; ordinance #20 (earned income tax) and ordinance #32 (real estate transfer tax amendment) **RES. #2013-4.**
 13. Auditor for Township records: Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to reappoint Reinsel, Kuntz, Leshner to perform the 2012 audit at a cost of \$7,000.- **RES. #2013-5** - and to reapprove the meeting conduct resolution.
 14. Meeting Dates: Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to schedule the regular meetings for 2013 on the first Tuesday of the month except July, September and November which will be held on the second Tuesday due to holiday conflicts.
 15. State Conference Voting Delegate: Motion was made by Jeff Fiant seconded by Mark Weber and unanimously approved to appoint Richard Burkhart as the voting delegate to the PSATS conference in April to which all supervisors, office staff and road crew members are entitled to attend.
 16. Pay Rates: Motion was made by Jeff Fiant seconded by Richard Burkhart and unanimously approved to grant a 3% pay increase, which is the same as approved in the police contract, to the office staff, road crew members, part time police officers and playground leaders.
 17. Holiday, vacation and overtime schedules: will remain unchanged.
 18. Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to approve the following: Playground Coordinator: Ann Kline for the 2013 season; **Resolution #2013-6** to recognize the Brecknock Fire Company as the official fire company for the Township and **Resolution #2013-7** to authorize the Fire Company to engage in fundraising activities; **Resolution #2013-8** approving destruction of records as provided by the Municipal Records Manual; continuation of the 2012 fee schedule with no changes to be made.

There being no further business pertaining to reorganization, the regular meeting was then conducted.

The public comment period on agenda items was conducted with no comments heard from those in attendance.

The minutes of the December 4 and December 19, 2012 meetings were unanimously approved as written on motion by Richard Burkhart seconded by mark Weber.

The treasurer's report and payment of all bills and payrolls were unanimously approved on motion by Richard Burkhart seconded by mark Weber.

We are still waiting to receive the signed easement agreements from the School District and Allegheny Lutheran Church for the school zone flashing signals. Our solicitor will provide an updated page to reflect the year 2013 instead of 2012 on the agreements.

Members of the Recreation Board and several other interested citizens have walked the Buxton property and submitted a list with a large number of good ideas for use of the property. The Board agreed that no action would be taken at this point as the members want to further consider the list of ideas and consult with our engineer before further action is taken..

Motion was made by Richard Burkhart seconded by Mark Weber and unanimously approved to contribute \$250.00 to the Berks County Solid Waste Authority for its 2013 hazardous waste collection events.

An appeal has been filed on the Zoning Hearing Board's decision of the Wert Family Trust variance application for an undersize lot. The variance was granted subject to the applicant submitting a plan to the Township for review which addresses slope and drainage issues as raised at the hearing by adjoining property owners. The appeal states that the condition imposed is an abuse of discretion. The Board of Supervisors has the right to intervene but after discussion, it was agreed that the Board would not intervene. Richard Burkhart noted that the lot may be too small to accommodate a septic system and well and be able to meet all required setbacks.

Brecknock Township Fire Company members brought up the subject of reflective address markers and believe that some properties have been sold without the requirement for the marker. The secretary stated that the zoning officer is requiring reflective address markers with the occupancy permit for resale of a property, but some properties are being sold without getting the occupancy permit. The Board asked the secretary to review the real estate transfer tax lists for the past few months, determine if an occupancy permit has been obtained, and give a list to the zoning officer to check for the address markers.

The Fire Company requested to be billed by the Township for the radio payment due June 1, 2013 instead of deducting the payment from the fire tax collected. The Fire Company wants to pay for the radios from Relief Association funds, and an invoice will be provided as requested.

The chairman announced that an executive session on personnel matters would be conducted with no decisions to be made.

The meeting was adjourned at 7:33 PM on a unanimously approved motion by Richard Burkhart seconded by Mark Weber.

Dorothy L. Martin
Secretary