

JANUARY 7, 2013, REORGANIZATION OF THE BOARD FOR 2013

The reorganization meeting for 2013 was called to order at 7:00 a.m. by Chairman Kintzer in the Tulpehocken Township Municipal Building. Those present were John Kintzer, Rick Kramer, Gary Deck, Kathy Boltz, Lester Feick, and Robbi Lane.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS

No public comments at this time.

REORGANIZATION OF THE BOARD FOR 2013

Appointment of Temporary Chairman – Rick Kramer made a motion to appoint John Kintzer as Temporary Chairman. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Appointment of Temporary Secretary – John Kintzer made a motion to appoint Kathy Boltz as Temporary Secretary. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Office of Chairman – Rick Kramer made a motion to reappoint John Kintzer as Chairman. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote on the motion. From this point on Chairman John Kintzer presided over the meeting.

Office of Vice Chairman – Gary Deck made a motion to appoint Rick Kramer as Vice-Chairman. John Kintzer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Secretary Treasurer – Rick Kramer made a motion to reappoint Kathy Boltz as Secretary/Treasurer for the year 2013. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

The Board discussed pay increases for the noncontract employees. They would like to give a 3% increase but due to the economy they cannot do it this year. Gary Deck commented that the regular road employee rate is low and he would like to see the rate increased. Gary Deck made a motion to increase the hourly rate for the Secretary Treasurer by \$.25 the year 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Hourly rate for 2013 is set at \$16.57

Treasurer's Bond – Rick Kramer made a motion to recommending the Auditor's set the Treasurer's Bond at \$450,000.00. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Road Master – Gary Deck made a motion to reappoint Lester Feick as Road Master for the year 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 \$.25. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote. New rate is set at \$17.44/hour.

Road Working Supervisors – John Kintzer made a motion to appoint all three Supervisors (John Kintzer, Rick Kramer, and Gary Deck) as Road Working Supervisors for 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

John Kintzer made motion recommending the Auditor's keep the hourly rate for Road Working Supervisors the same as it was in 2012. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote on the motion. Current 2012 rate is \$16.75/hour

Road Employee – Rick Kramer made a motion to appoint Alan Bashore, Larry Hartranft Jr., Dale Swope, and Ray Daub as Road Employee's on an as needed basis for 2013. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 \$.50. Rick Kramer second the motion upon a roll call vote all three Board Members cast a yes vote. Hourly rate for 2013 is set at \$13.38/hour.

Sewer Maintenance Worker 1 – Rick Kramer made a motion to reappoint Lester Feick as Sewer Maintenance Worker 1 for the year 2013. Gary Deck second the motion upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 \$.25. Rick Kramer second the motion upon a roll call vote all three Board Members cast a yes vote. Hourly rate for 2013 is set at \$17.44/hour.

Sewer Maintenance Worker 2 – John Kintzer made motion to reappoint Larry Hartranft Jr as Sewer Maintenance Worker 2. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 \$.50. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Hourly rate for 2013 is set at \$13.38/hour.

Sewer Service Secretary – Gary Deck made a motion to reappoint Heather Claman as Sewer Service Secretary for the year 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 \$.25. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Hourly rate for 2013 is set at \$14.11/hour.

Planning Commission Secretary – John Kintzer made a motion to reappoint Heather Claman as Planning Commission Secretary for the year 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 \$.25. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. New rate for 2012 is set at \$13.86/hour.

Police Commissioner – Gary Deck made motion to reappoint Rick Kramer as Police Commissioner for the year 2013. John Kintzer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Chief of Police – Rick Kramer made motion to reappoint Kris Kerschner as Chief of Police for the year 2013. John Kintzer second the motion, upon a roll call vote all three Board Members cast a yes vote. Pay rate is set by Police contract. (2013 rate \$24.70/hour)

Full Time Police Officers/Patrolman 1 – John Kintzer made a motion to reappoint Chad Hepler and Bryan Dronick as full time Police Officer/Patrolman 1 for the year 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Pay rate is set by Police contract. (2013 rate \$22.56/hour)

Police Dept Secretary – John Kintzer made motion to reappoint Robbi Lane as Police Department Secretary for the year 2013. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Gary Deck made a motion to increase the hourly rate for the year 2013 by \$.25. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. New rate for 2013 is set at \$15.79/hour.

Zoning Officer & Property Maintenance Official – Rick Kramer made a motion to reappoint Ludgate Engineering as Zoning Officer and Property Maintenance Official for the year 2013 and to accept their fee schedule. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Solicitor – Gary Deck made motion to reappoint Hartman Shurr as Township Solicitor. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. Municipal hourly rate is \$155 for 2013 no increase from last year.

Sewage Enforcement Officer – Rick Kramer made a motion to reappoint Ludgate Engineering as SEO for the year 2013 and to accept their fee schedule. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote. (No increase from last year)

Sewer Service Engineer – Rick Kramer made motion to reappoint Ludgate Engineering as Sewer Service Engineer for the year 2013 and to accept their fee schedule. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote. (No increase from last year)

Township Engineer and Planning Commission Engineer – Gary Deck made a motion to reappoint Ludgate Engineering as Township Engineer for the year 2013 and to accept their fee schedule. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote. (No increase from last year)

Building Code Enforcement Officer – Rick Kramer made motion to reappoint Commonwealth Code Inspection Service Inc. as Building Code Enforcement Officer for the year 2013 and to accept their fee schedule. Gary Deck second the motion upon a roll call vote all three Board Members cast a yes vote.

Vacancy Board Chairman – Rick Kramer made a motion to reappoint Jacob Derr as Vacancy Board Chairman for the year 2013. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Zoning Hearing Board Member – This position is vacant from Terry Hamm resigning. Position has not been filled at this time.

Planning Commission Member – John Kintzer made a motion to reappoint Gary Deck to a 4 year term. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Recreation Board Member – John Kintzer made a motion to appoint Larry Boyer to a 5 year term. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote. There is still one vacant position on the recreation Board.

EMA Coordinator – Rick Kramer made a motion to reappoint Kathy Feick as EMA Coordinator. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Asst. EMA Coordinator – Gary Deck made a motion to reappoint Lester Feick as Asst. EMA Coordinator. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Delegates for 2013 State Convention – Dates for convention are April 21 – 24, 2013. Gary Deck made a motion to authorize all three Board Members, Lester Feick and Kathy Boltz to attend the 2013 convention. Rick Kramer second the motion upon a roll call vote all three Board Members cast a yes vote.

Voting Delegate for 2013 State Convention – Rick Kramer made a motion to appoint John Kintzer as Voting Delegate for 2013 State Convention. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

CPA Auditor for fiscal year 2012 – Rick Kramer made a motion to adopt **Resolution 2013 –1** appointing Reinsel Kuntz Leshner, LLP as CPA Auditor for fiscal year 2012. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

Depositor of Township Funds – John Kintzer made a motion to retain PLGIT and First National Bank of Fredericksburg as the depositories of Township Funds. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Legal Advertising Paper – Gary Deck made a motion to retain Reading Eagle as the legal advertising paper. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Mileage Rate – John Kintzer made motion to set the mileage rate for the year 2013 at the current IRS rate of 56.5. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Contract Full Time Employee Benefits & Holidays – as per contract

Non Contract Employee Benefits & Holidays – John Kintzer made a motion to set the benefits and holidays as per employee manual. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Tax Collector – current rate is 4% collected during the discount period and 5% during the flat and penalty period for this tax collector term. John Kintzer made a motion to keep the rates the same. Rick Kramer second the motion, upon a roll call vote John and Rick vote yes, Gary abstained.

PERMIT FEES

Comprehensive Fee Schedule – Gary Deck made a motion to adopt **Resolution 2013 – 2**. Rick Kramer second the motion, upon a roll call vote all three Board Members cast a yes vote.

Zoning Permit Fees – as per fee schedule; zoning permit is \$60.00 for building costs up to \$10,000.00 and \$120.00 for construction costs over \$10,000.00.

Sewage Permit Fees – as per fee schedule

Driveway Permit Fees –as per fee schedule; construction of new driveway application fee, permit and inspection is \$55.00. Paving of existing driveway application fee, permit and inspection is \$20.00.

Rick Kramer made a motion to appoint and authorize the Road Master to issue permits and inspect paving of existing driveways. Gary Deck second the motion, upon a roll call vote all three Board Members cast a yes vote.

UCC Permit Fees – as per fee schedule

Right-to-know-fees – as per fee schedule

OTHER BUSINESS

Road Master, Lester Feick requested the Boards permission to order uniforms to be worn while performing his jobs her at the Township. After discussion the Board directed Lester to get a written a quote for the next meeting.

ADJOURNMENT

A motion was made by Gary Deck and second by John Kintzer to adjourn the meeting at 9:15 a.m. Upon a roll-call vote, all three Board members cast a yes vote on the motion.

Respectfully Submitted,

Kathy Boltz

Secretary, Tulpehocken Township