

TULPEHEHOCKEN TOWNSHIP BOARD OF SUPERVISORS

Reorganizational Meeting January 6, 2025

1. Call meeting to order
2. Pledge to the American Flag
3. Public Comments
4. Reorganization of the Board for 2025
 - Appointment of Temporary Chairman
 - Appointment of Temporary Secretary
 - Office of Chairman – open nomination for Chairman. Motion to appoint Chairman.
 - Office of Vice Chairman – open nomination for Vice-Chairman. Motion to appoint Vice-Chairman.
 - Secretary Treasurer – Motion to appoint a Secretary/Treasurer for the year 2025. Motion to set salary for the year 2025 (currently set at \$24.00/hour).
 - Treasurer’s Bond – Motion to recommend to the Auditor’s to set the Treasurer’s Bond at \$450,000.00.
 - Road Working Supervisors – Motion to appoint Road Working Supervisors for 2025. Motion to recommend to the Auditor’s to set hourly rate for Road Working Supervisors (currently set at \$25.15 hour).
 - Road Master – Motion to appoint a Road Master for 2025 (currently Lester Feick). Motion to recommend the Auditor’s set hourly rate for the year 2025 (currently set at \$25.90/hour).
 - Road Employee – Motion to appoint Road Employees on an as needed basis for 2025
*** (Currently Alan Bashore, Dale Swope, Harry Reinhold, Terry Hamm, Kirk Merkey, Richard Kramer, Burt Wessner, David Patrick & Kyle Batz).** Motion to set salary for the year 2025 (currently set at \$22.75/hour for non-CDL Road Employees and \$23.25/hour for CDL Road Employees).
 - Sewer Maintenance Worker 1 – Motion to appoint Sewer Maintenance Worker 1 for the year 2025 (currently Lester Feick). Motion to recommend the Auditor’s set hourly rate for the year 2025 (currently set at \$25.90/hour).
 - Sewer Maintenance Worker 2 – Motion to appoint Sewer Maintenance Worker 2 for the year 2025 (Currently Harry Reinhold, Dale Swope and Harold Zimmerman). Motion to set salary for the year 2025 (currently set at \$25.15/hour for part-time Sewer Maintenance Worker 2 Harold Zimmerman, and the already predetermined Road Employee rate for Harry Reinhold and Dale Swope).
 - Sewer Service Secretary – Motion to appoint Sewer Service Secretary for the year 2025. Motion to set salary for the year 2025 (currently set at \$22.00/hour).
 - Planning Commission Secretary – Motion to appoint Planning Commission Secretary for the year 2025. Motion to set salary for the year 2025 (currently set at \$22.00/hour).

* *Amended*

- Recreation Board Secretary – Motion to appoint Recreation Board Secretary for the year 2025. Motion to set salary for the year 2025 (currently set at \$24.00).
- Police Commissioner – Motion to appoint Police Commissioner for the year 2025.
- Chief of Police – Motion to appoint Chief of Police for the year 2025. Pay rate is set by Police contract (2025 rate \$32.86/hour).
- Full Time Police Officers/Patrolman 1 – Motion to appoint full time Police Officers as Patrolman 1 for the year 2025. Pay rate is set by Police contract (2025 rate \$30.24/hour).
- Full Time Police Officers/Patrolman 2 – Motion to appoint full time Police Officers as Patrolman 2 for the year 2025. Pay rate is set by Police contract (2025 rate \$24.31/hour).
- Police Department Secretary – Motion to appoint Police Department Secretary for the year 2025. Motion to set salary for the year 2025 (currently set at \$22.00/hour).
- Zoning Officer – Motion to appoint Zoning Officer for the year 2025. Motion to accept fee schedule for 2025: Mack Engineering - hourly rate \$66.75 (\$1.75 increase).
- Zoning Hearing Solicitor – In the event that the Zoning Hearing Board reappoints Michael J. Gombar, Jr., Esquire as Zoning Hearing Solicitor, motion to accept the Masano & Bradley, LLP fee schedule for 2025 (no increase from 2024).
- Solicitor – Motion to appoint Township Solicitor for the year 2025. Municipal hourly rate is \$190 for 2025 (\$10 increase).
- Sewage Enforcement Officer – Motion to appoint SEO for the year 2025. Motion to accept fee schedule for 2025: JB Environmental Service LLC – hourly rate \$72 (\$2 increase).
- Sewer Service Engineer – Motion to appoint Sewer Service Engineer for the year 2025. Motion to accept fee schedule for 2025: Mack Engineering, Inc. – hourly rate \$118.00 (\$3.00 increase).
- Township Engineer and Planning Commission Engineer – Motion to appoint Township Engineer for the year 2025. Motion to accept fee schedule for 2025: Mack Engineering, Inc. – hourly rate \$118.00 (\$3.00 increase).
- Building Code Enforcement Officer – Motion to appoint Building Code Enforcement Officer for the year 2025. Motion to accept fee schedule for 2025 (no increase).
- Vacancy Board Chairman – Motion to appoint Vacancy Board Chairman for the year 2025 (currently Jacob Derr).
- Zoning Hearing Board Member – Motion to adopt **Resolution 2025–1** reappointing Sharon Kramer to another three (3) year term; new term would be January, 2025 – December, 2027.
- Zoning Hearing Board Alternate Member – Motion to adopt **Resolution 2025–2** reappointing Jayne Seifrit to another three (3) year term; new term would be January, 2025 – December, 2027.
- Planning Commission Member – Motion to reappoint Gary Deck to another four (4) year term; new term would be January, 2025 – December, 2028.
- Recreation Board Member – Motion to reappoint Troy Lape to another five (5) year term; new term would be January, 2025 – December, 2029.
- CDL Program Coordinator – Motion to appoint CDL Program Coordinator (currently Kathy Judy).

- Right to Know Officer – Motion to appoint Right to Know Officer (currently Kathy Judy).
 - EMA Coordinator – Motion to appoint EMA Coordinator (currently Burt Wessner).
 - Asst. EMA Coordinator – Motion to appoint Asst. EMA Coordinator (currently Brian Blouch).
 - Delegates for 2025 State Convention – Dates for convention May 4 – 7, 2025.
 - Voting Delegate for 2025 State Convention – Motion to appoint Voting Delegate for 2025 State Convention.
 - CPA Auditor for fiscal year 2024 – Motion to adopt **Resolution 2025-3** appointing * **Riley & Co., Inc.** as CPA Auditor for fiscal year 2024.
 - Depositor of Township Funds – Motion to adopt **Resolution 2025-4** to retain PLGIT and **Resolution 2025-5** to retain First Citizens Community Bank as the depositories of Township Funds.
 - Motion to adopt **Resolution 2025-6** authorizing the payment of bills between meetings.
 - Legal Advertising Paper – currently Reading Eagle.
 - CDL Employee Roster – currently is Lester Feick, Dale Swope, Richard Kramer, Harry Reinhold, Gary Deck, David Patrick, Kyle Batz and Burt Wessner.
 - Firefighter Resolution – Motion to extend the effectiveness of the **Resolution 2013-9**.
 - Mileage Rate – Motion to adopt **Resolution 2025-7** to set the mileage rate for the year 2025 (**2025 IRS rate for business purposes is 70 cents (a 3¢ increase)**).
 - Employee Benefits & Holidays – as per employee manual.
 - Motion to authorize the division of Township Supervisors’ responsibilities for Streets & Roads, Police Department and Sewer & Township Secretaries.
5. Permit Fees:
 - As per Comprehensive Fee Schedule **Resolution 2024-11**
 6. Other Business
 7. Executive Session (if needed)
 8. Adjournment of 2025 Reorganization meeting.