



The Township of Greenwich

Board of Supervisors Reorganization Meeting

Monday, January 4, 2016

MINUTES

Call Meeting to Order: Supervisor Victor Berger called the meeting to order at 7:00PM. Members present: Harry Hoppes, Alice Flyte. Also present: Solicitor, Kevin Mushino; Engineer, Dennis Smaglinski; Code Enforcement Officer, John Stine; Acting Manager, Justin Yaich.

Appointment of Chairman and Secretary Pro Tem: Motion was made by AF and seconded by HH to appoint Justin Yaich. Motion passed (3-0).

Appointments & Personnel Matters:

1. Election of Chairman of Board of Supervisors
 - a. Motion was made by AF and seconded by HH to nominate VB. Motion passed (3-0).
2. Election of Vice-Chairman of Board of Supervisors
 - a. Motion was made by AF and seconded by VB to nominate HH. Motion passed (3-0).
3. Appointment of Township Acting Manager/Secretary/Treasurer
 - a. Motion was made by HH and seconded by AF to appoint Justin Yaich. Motion passed (3-0).
4. Appointment of Roadmaster
 - a. Motion was made by HH and seconded by AF to appoint Bobby Follweiler. Motion passed (3-0).
5. Appointment of Assistant Roadmaster
 - a. Motion was made by AA and seconded by HH to appoint Victor Berger. Motion passed (3-0).
6. Resolution #2016-01 to re-appoint employees & set wages
 - a. Motion was made by HH and seconded by AF to adopt Resolution #2016-01. Motion passed (3-0).
7. Motion to approve the Treasurer's bond in the amount of \$680,000.00
 - a. Motion was made by AA and seconded by HH to approve the bond. Motion passed (3-0).
8. Appointment of Township Engineer, Zoning & Driveway Permit Officers
 - a. Motion was made by HH and seconded by AF to appoint Technicon Enterprises. Motion passed (3-0).
9. Resolution #2016-02 Setting a fee schedule for Engineering and Code Enforcement Services
 - a. Motion was made by AF and seconded by HH to adopt Resolution #2016-02. Motion passed (3-0).
10. Appointment of Township Solicitor
 - a. Motion was made by AF and seconded by HH to appoint Kozloff Stoudt. Motion passed (3-0).
11. Appointment of Solicitor to Zoning Hearing Board
 - a. Motion was made by AF and seconded by HH to appoint Roger Fisher, Esq. Motion passed (3-0).
12. Appointment of Township Sewage Enforcement Officer
 - a. Motion was made by HH and seconded by AF to appoint Berks Envirotech. Motion passed (3-0).
13. Resolution #2016-03 – Setting a fee schedule for SEO work
 - a. Motion was made by AF and seconded by HH to adopt Resolution #2016-03. Motion passed (3-0).
14. Appointment of Township Auditing firm
 - a. Motion was made by HH and seconded by AF to appoint France, Anderson, and Basile. Motion passed (3-0).
15. Appointment of Township Auditor – 6 YR. Term
 - a. Motion was made by AF and seconded by HH to appoint Tammy Bruno for a 6 year term. Motion passed (3-0).
16. Appointment of Township Auditor – 4 YR. Term
 - a. Motion was made by HH and seconded by AF to appoint Melissa Nolte for a 4 year term. Motion passed (3-0).
17. Appointment of Township Auditor – 2 YR. Term
 - a. Motion was made by HH and seconded by AF to appoint Dean Scott for a 2 year term. Motion passed (3-0).
18. Appointment of Emergency Management Coordinator
 - a. Motion was made by AF and seconded by VB to appoint Cheri Keim. Motion passed (2-0). HH abstained.
19. Appointment of Vacancy Board Chairman
 - a. Motion was made by HH and seconded by AF to appoint Oscar Kleinsmith. Motion passed (3-0).
20. Appointment to Planning Commission Member
 - a. Motion was made by AF and seconded by HH to appoint Oscar Kleinsmith. Motion passed (3-0).
21. Establish Compensation of Planning Commission Members
 - a. Motion was made by AF and seconded by HH to set the rate at \$25 per meeting. Motion passed (3-0).
22. Appointment to Zoning Hearing Board Member

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- a. Motion was made by AF and seconded by HH to appoint Russel Heiter. Motion passed (3-0).
- 23. Appointment to Zoning Hearing Board Alternate Member
 - a. Motion was made by HH and seconded by AF to appoint Eloise Tucker. Motion passed (3-0).
- 24. Establish Compensation of Zoning Hearing Board Members
 - a. Motion was made by AF and seconded by HH to set the rate at \$45 per hearing. Motion passed (3-0).
- 25. Depository of Township Funds
 - a. Motion was made by HH and seconded by AF to appoint Wells Fargo and PLGIT. Motion passed (3-0).
- 26. Appointment of Delegates to State Convention
 - a. Motion was made by HH and seconded by AF to appoint Berger, Hoppes, and Follweiler. Motion passed (3-0).
- 27. Appointment of Voting Delegate to State Convention
 - a. Motion was made by HH and seconded by AF to appoint Victor Berger. Motion passed (3-0).
- 28. Appointment of Local Services Tax, Amusement Tax, and Delinquent Per Capita Tax Collector
 - a. Motion was made by AF and seconded by HH to appoint HA Berkheimer. Motion passed (3-0).
- 29. Appointment of Earned Income Tax Collector
 - a. Motion was made by HH and seconded by AF to appoint Berks EIT. Motion passed (3-0).
- 30. Appointment of Delinquent Real Estate Tax Collector
 - a. Motion was made by HH and seconded by AF to appoint Berks County Tax Claim. Motion passed (3-0).
- 31. Appointment of Per Capita Tax Collector
 - a. Motion was made by HH and seconded by AF to appoint Kay Brendlinger. Motion passed (3-0).
- 32. Establishing **2016** Monthly Meeting Schedule & authorize advertisement
 - a. Motion was made by AF and seconded by HH to set the meetings for the first Monday and ratify the advertisement. Motion passed (3-0).
- 33. Establishing **2016** Township Holiday Schedule
 - a. Motion was made by AF and seconded by HH to set the holidays consistent with 2015. Motion passed (3-0).
- 34. Establishing Mileage Reimbursement rate
 - a. Motion was made by HH and seconded by AF to set the rate consistent with the IRS of .54. Motion passed (3-0).

Adjournment: Motion was made by AF and seconded by HH to adjourn the meeting at 7:10PM. Motion passed (3-0).

Respectfully Submitted,

Justin Yaich, Manager