

DRAFT

AGENDA – ORGANIZATION MEETING
TUESDAY JANUARY 6TH, 2025 @ 7:00PM

1. Call to Order
2. Pledge of Allegiance
3. ELECTION OF OFFICERS
 - a. Appoint Manager as Temporary Chairman to conduct nominations for BOS Chairman
 - b. Conduct Nominations for BOS Positions by Temporary Chairman
 - c. Nomination of Board of Supervisor Chairman: _____
Motion: _____ Second: _____
 - d. Nomination of Board of Supervisor Vice-Chairman: _____
Motion: _____ Second: _____
4. Minutes of December 16th, 2024 Board of Supervisors Meeting
 - a. Additions, corrections, motion for approval.
 - b. Agenda for January 6th, 2025 – additions, corrections, motion for approval.
5. Appointed Auditor (Oath of Office) – Honorable District Justice Maurice Saylor
6. Appointments: (Names in the parenthesis held the positions in 2024)
 - a. Board of Supervisor Solicitor (Brant & Associates LLC): _____
 - b. Labor Attorney (Boyd & Karver): _____
 - c. Planning Agency Solicitor (Brant & Associates LLC): _____
 - d. Township General Engineer & Traffic Engineer (Pennoni Engineering): _____
 - e. Police Chief (Robert Evans): _____
 - f. Township Secretary/Administrative Assistant (Marcy Meitzler): _____
 - g. Treasurer/Finance Director (Cynthia O'Donnell): _____
 - h. Treasurers Bond set at \$2,500,000.00 (2.5 Million with H. A. Thomson, Travelers Insurance):

 - i. Township Manager (Andrew Duncan): _____
 - j. Road Master (Michael Heydt): _____

- k. Code Enforcement Officer/Zoning Official/Manager (Andrew Duncan): _____
- l. Building Inspector (Matthew Wojaczyk): _____
- m. Road Foreman (Scott Groff): _____
- n. Fire Marshal @ \$17.00/hr for inspections (Ricky Smith): _____
- o. Police Secretary/Administrative Assistant (Ashley Talarico): _____
- p. Solid Waste & Recycling Coordinator (McKenna Powanda): _____

- q. Chief Administrative Officer for the Pension Funds: (BOS Chairman/Manager)
- r. Sewage Enforcement Officer: Montgomery County Health Department
- s. Delinquent Per Capita Tax Collection: Berkheimer Associates
- t. Earned Income Tax Collector: Berks EIT Bureau
- u. Local Services Tax Collector: Berks EIT Bureau

- v. BMMA Representative 5 Year Term (none): _____
- w. Representative to PMRPC and PARRC: (Supervisor/Manager/P/A and McKenna Powanda):
- x. BOS Representative to Agricultural Secure Board (Don Bergstresser): _____
- y. Vacancy Board Chairman (Sam Hunter): _____
- z. Special Fire Police (Cpt. Don Frantz, Lt. Rose Troilo, James Scott, Bryan Beaulac, Rick Smith, McKenna Powanda, Nicholas Bardman, Andy Duncan, Eric Bauer, Tiffany Blauert, Randy Reifsnnyder, Harvey Ernst, Kenneth Kratz, and Vicente Ramirez): _____
- aa. Emergency Coordinator (Andrew Duncan): _____
- bb. Asst. Emergency Coordinator (McKenna Powanda): _____
- cc. Township Delegates to the State Supervisors Convention (Supervisors, Manager, Treasurer, Roadmaster): _____
- dd. Township Depositories: PLIGIT, Great Eastern Management, Vist Bank _____
- ee. ICC Appeals Board: (Sam Hunter, Ed Reitz, Mike Heydt, Bill Friel, Bernie Sell): _____
- ff. Zoning Hearing Board (1) 3 Year Term (Dan Caruso): _____
- gg. Planning Agency (1) 1 Year Term (Joan DiCicco) & (2) 4 Year Terms (Charles Rick & Ed Reitz):

- hh. Establish Standard Mileage Rate (2024 Federal Rate \$.70 per mile): _____
- ii. Recreation Committee (Members/Meetings T.B.A.): _____
- jj. Act 209 Advisory Committee (Gary Carpenter, Sam Hunter, Ed Reitz, Sara Carpenter, Greg Herb, Roger Updegrove, Charles Rick): _____
- kk. Emergency Service Board Representatives: (BOS Representative Josh Stouch, Andrew Duncan, Dean Brumbach, Rick Smith, Robert Evans, Kim Stouch, Keith Long, Colleen Haines, Angela Erb, Matt Wojaczyk, and Don Bergstresser):

- ll. Primary Fire Protection Service Provider (GF&R): _____
- mm. Primary Medical Service Provider (GACAS): _____

7. Manager's Report – Andrew Duncan
 1. Schedule of Meetings:
 - a. Thursday, January 9th, 2025 @ 7:00pm – Planning Agency Meeting
 - b. Tuesday, January 21st, 2025 @ 6:30pm BOS Agenda Meeting, BOS Meeting @ 7pm.
 2. Non-Uniform Employees – 2025 Wage Sheet F.T. Employees (BOS approval required)
8. Public Comment
9. Old Business/New Business
10. Adjournment

NEXT MEETING TUESDAY, JANUARY 21st, 2025 @ 7:00PM