

BOARD OF SUPERVISORS  
PERRY TOWNSHIP

January 7, 2019

The organization meeting of the Board of Supervisors of Perry Township was called to order by Acting Secretary, Rosanne R. Adam, at 6:30 p.m. on January 7, 2019 in the Township Municipal Building, 680 Moselem Springs Road, Shoemakersville, PA.

Roll call was held and the following Supervisors were present:

Dean A. Adam, Mark Wm. Stitzel, and Lance N. Adam

Also, present were Lori E. Seidel and Rosanne R. Adam, Acting Township Secretary-Treasurers

**Election of Officers:**

Rosanne R. Adam, Acting Secretary asked for a motion to appoint a Chairman to the Board of Supervisors for 2019. Lance N. Adam made a motion, seconded by Mark Wm. Stitzel to appoint Dean A. Adam as Chairman. Motion carried with two Supervisors voting yes. Dean A. Adam abstained.

Rosanne R. Adam, Acting Secretary asked for a motion to appoint a Vice-Chairman to the Board of Supervisors for 2019. Dean A. Adam made a motion, seconded by Mark Wm. Stitzel to appoint Lance N. Adam as Vice-Chairman. Motion carried with two Supervisors voting yes. Lance N. Adam abstained.

Rosanne R. Adam, Acting Secretary asked for a motion to appoint a Roadmaster to the Board of Supervisors for 2019. Dean A. Adam made a motion, seconded by Lance N. Adam to appoint Mark Wm. Stitzel as Roadmaster. Motion carried with two Supervisors voting yes. Mark Wm. Stitzel abstained.

Rosanne R. Adam, Acting Secretary cast the ballot unanimously electing Dean A. Adam as Chairman, Lance N. Adam as Vice-Chairman, Mark Wm. Stitzel as Roadmaster for the Board of Supervisors for 2019.

Rosanne R. Adam, Acting Secretary turned the meeting over to Chairman Dean A. Adam

**Appoint Secretary/Treasurer:**

Mark Wm. Stitzel made a motion, seconded by Lance N. Adam, to appoint Lori E. Seidel as Secretary-Treasurer for 2019. Motion carried with all Supervisors voting yes. Mark Wm. Stitzel, made a motion, seconded by Lance N. Adam, to appoint Rosanne R. Adam as Secretary-Treasurer for 2019. Motion carried with two Supervisors voting yes. Dean A. Adam abstained.

**Vacancy Board:**

Lance N. Adam made a motion to appoint David Lindenmuth to the Vacancy Board for 2019. The motion didn't receive a second and did not pass. Mark Wm. Stitzel made a motion to appoint Rosanne R. Adam to the Vacancy Board for 2019. The motion didn't receive a second

and did not pass. Dean A. Adam abstained. Dean A. Adam made a motion, seconded by Mark Wm. Stitzel to appoint Rosanne R. Adam to the Vacancy Board for 2019. Motion carried with two Supervisors voting yes. Lance N. Adam is opposed.

**Open Records Officer and Alternate:**

Lance N. Adam made a motion, seconded by Mark Wm. Stitzel, to appoint Rosanne R. Adam as the Open Records Officer and Lori E. Seidel as the Open Records Alternate for 2019. Motion carried with two Supervisors voting yes. Dean A. Adam abstained.

**Flood Plain Management Administrator:**

Dean A. Adam made a motion, seconded by Lance N. Adam to appoint Lori E. Seidel as the delegate for Flood Plain Management Administrator for 2019.

**Solicitor:**

Dean A. Adam made a motion, seconded by Mark Wm. Stitzel, to appoint the Law Firm of Leisawitz Heller as Solicitor for Perry Township and the Perry Township Planning Commission with Allen R. Shollenberger, Esq., named as Chief Counselor for 2019. Motion carried with all Supervisors voting yes.

**Special Counsel:**

Mark Wm. Stitzel made a motion, seconded by Lance N. Adam, to appoint Summers Nagy Law Offices as Special Counsel for Perry Township with Jill E. Nagy, Esq., named as Chief Counselor for 2019. Motion carried with all Supervisors voting yes.

**Engineer:**

Dean A. Adam made a motion, seconded by Lance N. Adam to appoint Joseph H. Body as Township Engineer for 2019. Motion carried with all Supervisors voting yes.

**Zoning Officer:**

Mark Wm. Stitzel made a motion, seconded by Lance N. Adam to appoint Joseph H. Body as Township Zoning Officer for 2019. Motion carried with all Supervisors voting yes.

**Sewage Enforcement Officer:**

Dean A. Adam made a motion, seconded by Lance N. Adam to appoint JB Environmental Services as Sewage Enforcement Officers for 2019 with Jeremy Bentz, named as primary SEO (SEO #03065) but not limited to this officer. Motion carried with all Supervisors voting yes.

**UCC Code Enforcement Officer:**

Dean A. Adam made a motion, seconded by Lance N. Adam to appoint Kraft Code Services as UCC Code Enforcement Officer for 2019. Motion carried with all Supervisors voting yes.

**UCC Fee Schedule:**

Dean A. Adam made a motion, seconded by Lance N. Adam to approve the 2019 Fee Schedule for UCC Permits. Motion carried with all Supervisors voting yes.

**Depositories of Township Funds:**

Dean A. Adam made a motion, seconded by Lance N. Adam, to name Tompkins VIST Bank and M & T Bank, Depositories of Township Funds for 2019. Motion carried with all Supervisors voting yes.

**Depository of Tax Collector:**

Lance N. Adam made a motion, seconded by Dean A. Adam, to name Tompkins VIST Bank as Depository of Funds for Debora Heckman, Perry Township Tax Collector, for 2019. Motion carried with all Supervisors voting yes.

**Municipal Authority Appointment:**

Dean A. Adam made a motion, seconded by Lance N. Adam, to appoint John ID Wolfe to the Municipal Authority for a five (5) year term that expires on December 31, 2023. Motion carried with all Supervisors voting yes.

**Zoning Hearing Board:**

Lance N. Adam made a motion, seconded by Dean A. Adam, to appoint Bruce A. Wesner to the Zoning Hearing Board for a three (3) year term that expires on December 31, 2021. Motion carried with all Supervisors voting yes.

**Delegate to Northern Berks Recreation Commission:**

Dean A. Adam made a motion, seconded by Lance N. Adam to appoint Lori. E. Seidel as Perry Township's Delegate to The Northern Berks Recreation Commission for 2019. Motion carried with all Supervisors voting yes.

**Deputy Tax Collector:**

Dean A. Adam made a motion, seconded by Lance N. Adam to appoint Becky Reinhart as the Deputy Tax Collector for 2019. Motion carried with all Supervisors voting yes.

**Business Mileage:**

Dean A. Adam made a motion, seconded by Lance N. Adam to establish the business mileage reimbursement at \$0.58 cents per mile, which is the IRS standard for 2019. This rate is an increase from the 2018 rate of \$0.545 cents per mile. Motion carried with all Supervisors voting yes.

**Compensation Perry Boards:****Zoning Hearing Board:**

Lance N. Adam made a motion, seconded by Dean A. Adam, to continue to pay the Zoning Hearing Board Members Eighty Dollars (\$80.00) per hearing date attended. Motion carried with all Supervisors voting yes.

**Municipal Authority and Planning Commission:**

Dean A. Adam made a motion, seconded by Lance N. Adam to continue to pay the members of the Municipal Authority and the Planning Commission Eighty Dollars (\$80.00) per meeting attended.

Recreation Board:

Dean A. Adam made a motion, seconded by Lance N. Adam The Recreation Board will continue to receive no compensation. Motion carried with all Supervisors voting yes. Mark Wm. Stitzel abstained.

Tax Collector:

Dean A. Adam made a motion, seconded by Mark Wm. Stitzel to approve Resolution 1-7-19 setting the tax certification fee at Thirty Dollars (\$30.00), the duplicate bill fee at Five Dollars (\$5.00) and the tax collector commission at Four Percent (4%). Motion carried with all Supervisors voting yes.

**Secretary/Treasurer Compensation:**

Mark Wm. Stitzel made a motion, seconded by Lance N. Adam, to increase the Secretary/Treasurer compensation for Rosanne R. Adam and Lori E. Seidel by .50 cents to \$20.75 per hour for 2019. Motion carried with all Supervisors voting yes for Lori E. Seidel. Dean A. Adam abstained for Rosanne R. Adam.

**Designate Office Hours and Days:**

Mark Wm. Stitzel made a motion, seconded by Lance N. Adam to set the office hours for Rosanne at 8:30 a.m. – 12:30 p.m. and Lori at 9:30 a.m. – 1:30 p.m. Tuesday thru Thursday alternating Friday and Monday 8:30 a.m. – 1:30 p.m. giving each Secretary a 4-day work week. Motion carried with all Supervisors voting yes for Lori E. Seidel. Dean A. Adam abstained for Rosanne R. Adam.

**Secretaries Calendar:**

Lance N. Adam made a motion, seconded by Mark Wm. Stitzel to approve the Secretaries Calendar for 2019. Motion carried with all Supervisors voting yes for Lori E. Seidel. Dean A. Adam abstained for Rosanne R. Adam.

**Part-Time Employees:**

Lance. N. Adam made a motion, seconded by Mark Wm. Stitzel, to remove Steven Bleiler from the employee list and keep the remaining names on the following part-time list as employees for 2019. Motion carried with all Supervisors voting yes. Mark Wm. Stitzel abstained for Mark Wm. Stitzel, Jr.

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|---------------------|----------------------|
| Dean A. Adam *      | Chad M. Kamp         |
| Timothy E. Hartline | Timothy H. Rausch    |
| Donald Brumbach     | Mark Wm. Stitzel, Jr |
| Mark Wm. Stitzel *  | David Lindenmuth     |
| Dennis Huey         | Ronnie Miller        |
| Lance N. Adam*      | Stephen Bleiler      |
| Deane Hamm          |                      |

\* Supervisor/Employee rate will be established by the Board of Auditors during their organization meeting on January 8, 2019.

**Hourly Rates:**

Labor Rates:

Dean A. Adam made a motion, seconded by Lance N. Adam, to increase the Part-time Labor Employee rate by 0.50 cents, increase Part-time CDL Employee rate by 0.50 cents, and the Part-time Equipment Operator rate by .50 cents for 2019 and maintain the overtime and holidays rates as follows: (1½ times hourly rate for more than 40 hours per week; double time for the following holidays in the event that it is necessary to work on New Year’s Eve, New Year’s Day, Easter, July 4<sup>th</sup>, Thanksgiving, Christmas Eve and Christmas). Motion carried with two Supervisors voting yes. Mark Wm. Stitzel abstained.

The 2019 labor rates are as follows:

Part-Time Labor Employees	\$17.50
Part-time CDL Employees	\$19.75
Part-time Equipment Operator	\$18.75

Workshops:

Dean A. Adam made a motion, seconded by Lance N. Adam, to establish labor hours for attendance to workshops to thirty (30) total documented hours before attending any paid administrative function each year. Motion carried with all Supervisors voting yes.

**Donations:**

Lance N. Adam made a motion, seconded by Dean A. Adam, to maintain the Hamburg Public Library donation, the Schuylkill Valley Library donation and the Center for Community Leadership (Albright College) for 2019. Motion carried with all Supervisors voting yes.

The 2019 donations are as follows:

- Hamburg Public Library - \$1,350.00
- Schuylkill Valley Library - \$1,350.00
- Center for Community Leadership (Albright College) - \$500.00

Dean A. Adam made a motion not to add any new donations. The motion didn’t receive a second and did not pass. Lance N. Adam made a motion to donate \$250.00 to the Schuylkill River Heritage Area. The motion didn’t receive a second and did not pass. Mark Wm. Stitzel made a motion, seconded by Lance N. Adam, to donate \$200.00 to the Schuylkill River Heritage Area and the Berks County Agricultural Land Preservation Board. Motion carried with all Supervisors voting yes.

**Berks Conservation District:**

Dean A. Adam made a motion, seconded by Lance N. Adam, to not become a member of the Berks Conservation District. Motion carried with all Supervisors voting yes.

**State Convention Delegate:**

Dean A. Adam made a motion, seconded by Lance N. Adam, to name Mark Wm. Stitzel as the voting delegate for Perry Township at the PSATS Convention held April 14 - 17, 2019 in Hershey, PA. Motion carried with two Supervisors voting yes. Mark Wm. Stitzel abstained.

**Review Financial EMS:**

Chairman Adam asked what the others thought. Lance N. Adam said Rusty's chicken scratch could be better. Mark Wm. Stitzel had no comment.

**EMS Tax:**

Dean A. Adam made a motion, seconded by Lance N. Adam, to hold all disbursements until the financials have been reviewed by the solicitor, Allen Shollenberger. Motion carried with all Supervisors voting yes.

**Correspondence:**

There was no correspondence to review.

**Adjourn:**

Dean A. Adam made a motion, seconded by Lance N. Adam to adjourn the meeting at 7:04 p.m. Motion carried with all Supervisors voting yes.

MINUTES APPROVED ON  
FEBRUARY 12, 2019

RECORDED BY

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(Dean A. Adam, Chairman)

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(Rosanne R. Adam, Secretary)