

The Township of Greenwich
Board of Supervisors Reorganization Meeting
Tuesday, January 2, 2018

Minutes

CALL MEETING TO ORDER: Chairman, Victor Berger called the meeting to order at 7:00 pm. Members present: Dean Spohn and Alice Flyte. Professionals present: Solicitor, Alex Elliker; Roadmaster, Bobby Follweiler; Secretary/Treasurer, Jane Werley.

PUBLIC COMMENT: None at this time.

Appointment of Chairman and Secretary Pro Tem: Motion made by AE to and seconded by AF to appoint Supervisor Victor Berger as Chairman Pro Tem and Jane Werley as Secretary Pro Tem. Motion Carried 3-0.

APPOINTMENTS & PERSONNEL MATTERS:

1. Appointment of Chairman of Board of Supervisors
 - a. Motion made by AF to appoint Victor Berger seconded by DS. Motion Carried 3-0.
2. Appointment of Vice-Chairman of Board of Supervisors
 - a. Motion made by AF to appoint Dean Spohn seconded by VB. Motion Carried 3-0.
3. Appointment of Township Secretary/Treasurer
 - a. Motion made by AF to appoint Jane Werley seconded by DS. Motion Carried 3-0.
4. Appointment of Assistant Township Secretary/Treasurer
 - a. Motion made by DS to appoint Alice Flyte seconded by VB. Motion Carried 3-0.
5. Appointment of Open Records Officer
 - a. Motion made by AF to appoint Jane Werley seconded by DS. Motion Carried 3-0.
6. Appointment of Alternate Open Records Officer
 - a. Motion made by DS to appoint Alice Flyte seconded by VB. Motion Carried 3-0.
7. Appointment of Roadmaster
 - a. Motion made by AF to appoint Bobby Follweiler seconded by DS. Motion Carried 3-0.
8. Appointment of Assistant Roadmaster
 - a. Motion made by AF to appoint Victor Berger seconded by DS. Motion Carried 3-0.
9. Appointment of Depositories for Township Funds
 - a. Motion made by AF to appoint New Tripoli Bank seconded by DS. Motion Carried 3-0.
10. Appointment of Accounting Consultant/Payroll Administrator
 - a. Motion made by AF to appoint Jeffrey Strauss seconded by DS. Motion Carried 3-0.
11. Resolution # 2018-01 Re-appoint employees & set wages
 - a. Motion made by DS to appoint employees & set wages seconded by AF. Motion Carried 3-0.
12. Motion to approve the Treasurer's bond in the amount of \$2,000,000.00
 - a. Motion made by AF to set the bond seconded by DS. Motion Carried 3-0.
13. Appointment of Township Engineer, Zoning & Driveway Permit Officers and setting the Fee Schedule
 - a. Motion made by DS to appoint LTL Consultants seconded by AF. Motion Carried 3-0.
14. Appointment of Township Building Code Inspector and setting the Fee Schedule
 - a. Motion made by AF to appoint LTL consultants seconded by DS. Motion Carried 3-0.
15. Appointment of Township Solicitor
 - a. Motion made by AF to appoint Kozloff Stoudt seconded by DS. Motion Carried 3-0.
16. Appointment of Solicitor to Zoning Hearing Board
 - a. Motion made by AF to appoint Orlando Law Offices seconded by DS. Motion Carried 3-0.
17. Appointment of Township Sewage Enforcement Officer and setting the Fee Schedule
 - a. Motion made by AF to appoint Berks Enviro Tech seconded by DS. Motion Carried 3-0.

18. Appointment of Township Auditing firm
 - a. Motion made by AF to appoint France Anderson, Basil & Co. seconded by DS. Motion carried 3-0.
19. Appointment of Emergency Management Coordinator
 - a. Motion made by AF to appoint Cheri Keim seconded by DS. Motion Carried 3-0.
20. Appointment of Vacancy Board Chairman
 - a. Motion made by VB to appoint Oscar Kleinsmith seconded by AF. Motion Carried 3-0.
21. Appointment of Planning Commission Member
 - a. Motion made by VB to appoint Tim Radway seconded by DS. Motion Carried 3-0.
22. Establish Compensation of Planning Commission Members
 - a. Motion made by AF to set compensation at \$25/meeting seconded by DS. Motion Carried 3-0.
23. Appointment of Zoning Hearing Board Member
 - a. Motion made by VB to appoint Shelby Brett seconded by AF. Motion Carried 3-0.
24. Establish compensation of Zoning Hearing Board Members
 - a. Motion made by AF to set compensation at \$45/meeting seconded by DS. Motion Carried 3-0.
25. Appointment of Delegates to State Convention
 - a. Motion made by AF to delegate Victor, Bobby, Jane, Dean and Alice seconded by DS. Motion Carried 3-0
26. Appointment of Voting Delegate to State Convention
 - a. Motion made by AF to appoint Victor Berger seconded by DS. Motion Carried 3-0.
27. Appointment of Local Services Tax, Amusement Tax and Delinquent Per Capita Tax Collector
 - a. Motion made by AF to appoint Berkheimer seconded by DS. Motion Carried 3-0.
28. Appointment of Earned Income Tax Collector
 - a. Motion made by AF to appoint Berks EIT seconded by DS. Motion Carried 3-0.
29. Appointment of Delinquent Real Estate Tax collector
 - a. Motion made by AF to appoint Berks Tax Claim Bureau seconded by DS. Motion Carried 3-0.
30. Appointment of Per Capita Tax Collector
 - a. Motion made by DS to appoint Kay Brendlinger seconded by AF. Motion Carried 3-0.
31. Establishing 2018 Monthly Meeting Schedule
 - a. Motion made by AF to accept the 2018 Schedule seconded by DS. Motion Carried 3-0.
32. Establishing 2018 Holiday Schedule
 - a. Motion made by AF to accept the 2018 Schedule seconded by DS. Motion Carried 3-0.
33. Establishing Mileage Reimbursement Rate at the IRS established rate of 54.5/mile
 - a. Motion made by AF to accept the 2018 IRS rate seconded by DS. Motion Carried 3-0.
34. Remove Harry Hoppes from Bank accounts and add Dean Spohn
 - a. Motion made by AF to remove HH and add DS seconded by VB. Motion Carried 3-0.

ADJOURNMENT: Motion made by AF to adjourn the meeting at 7:16 pm seconded by DS. Motion Carried 3-0.

Respectfully Submitted,

Jane Werley
Secretary/Treasurer