

**DRAFT**

AGENDA – ORGANIZATION MEETING  
MONDAY, JANUARY 3<sup>RD</sup>, 2022 @  
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. BOS Oath of Office – Justice Maurice Saylor administers Oath to Supervisor-Elect Sara Carpenter
4. Vacant Board of Supervisor Position – Appointment to BOS – Oath of Office
5. 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: \_\_\_\_\_
6. Appointments:
  - a. Board of Supervisor Solicitor (Brant & Associates): \_\_\_\_\_
  - b. Labor Attorney (Boyd & Karver): \_\_\_\_\_
  - c. Planning Agency Solicitor (Brant & Associates): \_\_\_\_\_
  - d. Township General Engineer & Traffic Engineer (Pennoni Engineering): \_\_\_\_\_
  - e. Township Secretary/Admin Assistant/Enumerator (Marcy Meitzler): \_\_\_\_\_
  - f. Treasurer (Cynthia O'Donnell): \_\_\_\_\_
  - g. Treasurers Bond set at \$2,500,000.00 (2.5 million with H. A. Thomson, Travelers Insurance): \_\_\_\_\_
  - h. Township Manager (Peter Hiryak Contract ends 4/01/2023): \_\_\_\_\_
  - i. Road Master (Michael Heydt): \_\_\_\_\_
  - j. Code Enforcement Officer/Zoning Official (Andrew Duncan): \_\_\_\_\_
  - k. Building Inspector (Keystone Municipal Services): \_\_\_\_\_
  - l. Road Foreman (Scott Groff): \_\_\_\_\_
  - m. Police Chief (Barry Templin Contract Ends 12/31/2022): \_\_\_\_\_
  - n. Fire Marshal (Ricky Smith): \_\_\_\_\_ (\$15.00/hr for Inspections)

- o. Police Secretary (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 Dept.
- 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. Representative to Pottstown COG: (Supervisor/Manager) \_\_\_\_\_
- w. Representative to PMRPC and PARRC: (Supervisor/Manager/Planning Agency) \_\_\_\_\_
- x. Representative to Agricultural Secure Board: \_\_\_\_\_
- y. Vacancy Board Chairman (Sam Hunter): \_\_\_\_\_
- z. Special Fire Police (Capt. Don Frantz, Lt. Matt Weller, Jim Scott, Eric Bauer, Bryan Beaulac, Lawrence Bandura, Rick Smith, Andy Duncan, E.J. Henninger, McKenna Powanda, Josh Stouch, Nick Bardman, Rose Troilo, Collin Monger): \_\_\_\_\_
- aa. Emergency Coordinator (Andrew Duncan): \_\_\_\_\_
- bb. Asst. Emergency Coordinator (Cody Whitfield): \_\_\_\_\_
- cc. Township Delegates to the State Supervisors Convention (Supervisors, Manager, Treasurer, Roadmaster) \_\_\_\_\_
- dd. Township Depositories: PLIGIT, Great Eastern Mgmt, 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) 4 Year Term (Joan DiCicco), (1) 2 Year Term, and (1) 1 Year Term: \_\_\_\_\_
- hh. Establish Standard Mileage Rate (2022 Federal Rate \$ .56 per mile) \_\_\_\_\_
- ii. Recreation Committee: Members/Meetings T.B.A.: \_\_\_\_\_
- jj. Act 209 Advisory Committee (Gary Carpenter, Sam Hunter, Tom Link, Ed Reitz, Sara Carpenter, Greg Herb, Roger Updegrove, Charles Rick): \_\_\_\_\_
- kk. Emergency Service Board Representatives: (BOS Representative Josh Stouch, Andrew Duncan, Dean Brumbach, Garry Schmoltze, Rick Smith, Barry Templin, Dave Yusko, John Doucette): \_\_\_\_\_

- 7. Minutes of December 20<sup>th</sup>, 2021 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval.

8. Manager's Report – Pete Hiryak
  1. Schedule of Meetings:
    - a. Tuesday, January 4<sup>th</sup> @ 6:00PM – Board of Auditors Meeting
    - b. Thursday, January 13<sup>th</sup> @ 7:00PM – Planning Agency Meeting
    - c. Tuesday, January 18<sup>th</sup> @ 6:30pm BOS Agenda Mtg, BOS Mtg 7pm.
  2. ASA Proposal Public Announcement Renninger/Congo-Niantic Rd. 20 acres and Moser/Weller Rd. 31 acres.
  3. Staff Meeting Request for February 2022 (Ed Emery-Turkey Hill Convenience Store to the corner of E. Philadelphia Ave/Gilbertsville Rd.)
  4. 2022 Fee Schedule (BOS Approval Required)
9. Public Comment
10. Old Business/New Business
11. Adjournment

**NEXT MEETING TUESDAY, JANUARY 18<sup>th</sup>, 2022**