

**DRAFT**

AGENDA – ORGANIZATION MEETING  
TUESDAY, JANUARY 2<sup>ND</sup>, 2024 @ 7:00PM

1. Call to Order
2. Pledge of Allegiance
3. District Justice Maurice Saylor – Oath of Office for Supervisor-Elect Don Bergstresser
4. 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: \_\_\_\_\_
5. Appointments: (Names in the parenthesis held the positions in 2023)
  - 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. Police Chief: \_\_\_\_\_
    1. District Justice Maurice Saylor – Oath of Office for Police Chief
  - f. Township Secretary/Administrative Assistant (Marcy Meitzler): \_\_\_\_\_
  - g. Treasurer/Finance Director (Cynthia O'Donnell, Asst. Ashlee Frey): \_\_\_\_\_
  - h. Treasurers Bond set at \$2,500,000.00 (2.5 Million with H. A. Thomson, Travelers Insurance):  
\_\_\_\_\_
  - i. Township Manager (Peter Hiryak Contracted Last Workday 4/19/2024): \_\_\_\_\_
  - j. Road Master (Michael Heydt): \_\_\_\_\_
  - k. Code Enforcement Officer/Zoning Official/Asst. 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 Assistants (Ashley Talarico/Ashlee Frey): \_\_\_\_\_
- 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 (George Moser): \_\_\_\_\_
- w. Representative to PMRPC and PARRC: (Supervisor/Manager/P/A and McKenna Powanda):
- x. BOS Representative to Agricultural Secure Board (Alan Keiser): \_\_\_\_\_
- y. Vacancy Board Chairman (Sam Hunter): \_\_\_\_\_
- z. Special Fire Police (Cpt. Don Frantz, Lt. Rose Troilo, James Scott, Bryan Beulac, Rick Smith, McKenna Powanda, Thomas Cote, Nicholas Bardman, Andy Duncan, Eric Bauer, and E.J. Henninger): \_\_\_\_\_
- 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 Terms (Karen Keiser): \_\_\_\_\_
- gg. Planning Agency (2) 4 Year Terms (Joe Richardson & Don Bergstresser): \_\_\_\_\_
  
- hh. Establish Standard Mileage Rate (2024 Federal Rate \$ .67 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, Rick Smith, Police Chief, Dave Yusko, John Doucette, Kim Stouch, and Don Bergstresser): \_\_\_\_\_
- ll. Primary Fire Protection Service Provider (GF&R): \_\_\_\_\_
- mm. Primary Medical Service Provider (GACAS): \_\_\_\_\_
  
- 6. Minutes of December 18<sup>th</sup>, 2023 Board of Supervisors Meeting
  - a. Additions, corrections, motion for approval.
  - b. Agenda for January 2<sup>nd</sup>, 2024 – additions, corrections, motion for approval.
- 7. Manager's Report – Peter Hiryak
  - 1. Schedule of Meetings:
    - a. Thursday, January 11<sup>th</sup>, 2024 @ 7:00pm – Planning Agency Meeting
    - b. Tuesday, January 16<sup>th</sup>, 2024 @ 6:30pm BOS Agenda Meeting, BOS Meeting @ 7pm.

2. 2024 Fee Schedule (BOS Approval Required)
  3. Non-Uniform Employees – 2024 Wage Sheet F.T. Employees (4% increase budgeted)
  4. Authorization to Advertise Township Manager Position
  5. Schlegel Road Bridge Closing
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8. Public Comment
  9. Old Business/New Business
  10. Adjournment

**NEXT MEETING TUESDAY, JANUARY 16<sup>TH</sup>, 2024 @ 7:00PM**