

Bern Township Reorganization Meeting

January 3, 2022

Mrs. Reed called the Bern Township Board of Supervisors Reorganization Meeting to order at 6:30 PM and Mrs. Diane DeJesus, Secretary/ Treasurer called for nominations for Chairperson. Dr. Wagner nominated Irene Reed as Chairperson; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Vice Chairperson – Dr. Wagner nominated Mr. Thompson for the position of Vice Chairman; Mr. Eveland seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Secretary/Treasurer - Dr. Wagner nominated Mrs. DeJesus for the position of Secretary/Treasurer; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Assistant Secretary/Treasurer - Dr. Wagner nominated Mr. Potts for the position of Assistant Secretary/Treasurer; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Solicitor - Dr. Wagner nominated Barley Snyder for the position of Solicitor; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Engineer - Dr. Wagner nominated SSM Group for the position of Engineer; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Manager – Dr. Wagner nominated Mr. Potts for the position of Manager; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Road Master - Dr. Wagner nominated Mr. Potts for the position of Road Master; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Assistant Road Foreman - Dr. Wagner nominated Kevin Cogan for the position of Assistant Road Foreman; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Building Inspector/Zoning Officer/Code Enforcement Officer - Dr. Wagner nominated LTL Consultants for the position of Building Inspector/Zoning Officer/Code Enforcement Officer; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Sewage Enforcement Officer - Dr. Wagner nominated Berks Envirotech for the position of Sewage Enforcement Officer; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Vacancy Board Chairman - Dr. Wagner nominated Mr. Craig Priebe for the position of Vacancy Board Chairman; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Emergency Management Coordinator - Dr. Wagner nominated Mr. Kevin Hinkle for the position of Emergency Management Coordinator; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Assistant Emergency Management Coordinator - Dr. Wagner nominated Megan Young for the position of Assistant Emergency Management Coordinator; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Delegate for the State Convention - Dr. Wagner nominated Mr. Jeff Thompson for the position of Delegate for the State Convention; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

State Convention - Dr. Wagner nominated Mr. Potts for the State Convention; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Tax Claim Bureau for Collection of Delinquent Taxes - Dr. Wagner made a motion to appoint Berks County Tax Claim Bureau for Collection of Delinquent Taxes; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Earned Income Tax - Dr. Wagner made a motion to appoint Berks EIT; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Local Services Tax Collector - Dr. Wagner nominated Berks EIT for the Local Services Tax Collector; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Pension Chief Administrator - Dr. Wagner nominated Mrs. Irene Reed for the Pension Chief Administrator; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Chief Administrator Officer for the Police Pension - Dr. Wagner nominated Mr. Brian Eveland for Chief Administrator Officer for the Police Pension; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Depository - Dr. Wagner made a motion to approve Vist, PLGIT & others for the position of Depository; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Fire Marshall - Dr. Wagner nominated Officer Christian Lengel for Fire Marshall; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Assistant Fire Marshall - Dr. Wagner nominated LTL Consultants for Assistant Fire Marshall; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Garbage Collection Rate - Dr. Wagner made a motion to approve the Garbage Collection Rate be set at \$199.00 per residence per year; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Recycling Collection Rate - Dr. Wagner made a motion to approve the Recycling Collection Rate be set at \$71.00 per residence per year; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Light District Rate - Dr. Wagner made a motion to approve the Light District Rate be set at \$0.50 per front foot; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Wireless Facility Annual License Fee - Dr. Wagner made a motion to approve the Wireless Facility Annual License Fee be set at \$270.00 per facility; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Amusement Tax Administrator - Dr. Wagner nominated Mrs. DeJesus for the Amusement Tax Administrator; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Tax Discount and Penalty Ordinance - Dr. Wagner made a motion to approve a 2% discount and 10% penalty for the Tax Discount and Penalty Ordinance; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Zoning Hearing Fees - Dr. Wagner made a motion to approve \$1,800 Residential and \$2,000 Commercial for the Zoning Hearing Fees; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Conditional Use Hearing Fees - Dr. Wagner made a motion to approve \$1,800 Residential and \$2,000 Commercial for the Conditional Use Hearing Fees; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Code Appeals Hearing Fees - Dr. Wagner made a motion to approve \$1,000 for the Code Appeals Hearing Fees; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Special Event Permit Fees - Dr. Wagner made a motion to approve \$50 for the Special Event Permit Fees; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Police Pension Fund Contribution - Dr. Wagner made a motion to approve 5% for the Police Pension Fund Contribution; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Meeting Dates and Times - Dr. Wagner made a motion to approve the Meeting Dates and Times be the first Tuesday at 7:00 PM; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Consultant Rate Schedules - Dr. Wagner made a motion that the Consultant Rate Schedules be approved as submitted; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Municipal Authority (5-year term) - Dr. Wagner nominated Mr. Jay Field for the Municipal Authority (5-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Planning Commission (4-year term) - Dr. Wagner nominated Mr. Steve Tricarico for Planning Commission (4-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Planning Commission VACANT (3-year term) – Tabled until next month.

Planning Commission Alternate (4-year term) – Dr. Wagner nominated Mrs. Kelly Wickersham for the Planning Commission Alternate (4-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Zoning Hearing Board (4-year term) - Dr. Wagner nominated Mr. Walter Morgan for Zoning Hearing Board (4-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Zoning Hearing Board (4-year term) – Dr. Wagner nominated Mr. Dean Fichthorn for Zoning Hearing Board Alternate (4-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Zoning Hearing Board Alternate VACANT (1-year term) - Tabled until next month

Zoning Hearing Board Alternate (2-year term) – Dr. Wagner nominated Ms. Kathy Gees-Larue for Zoning Hearing Board Alternate (2-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Zoning Hearing Board Alternate (3-year term) – Dr. Wagner nominated Mr. Ed Anewalt for Zoning Hearing Board Alternate (3-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Recreation Board (4-year term) - Dr. Wagner nominated Mr. Brian Potts for Recreation Board (4-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Code Appeals Board (3-year term) - Dr. Wagner nominated Mr. Larry Kehres for Code Appeals Board (3-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Code Appeals Board Alternate VACANT (3-year term) –Tabled until next month.

Solid Waste Advisory Commission (3-year term) - Dr. Wagner nominated Mr. Jeff Thompson for the Solid Waste Advisory Commission (3-year term); Mr. Eveland seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Solid Waste Advisory Commission (3-year term) - Dr. Wagner nominated Mr. Michael Gross for the Solid Waste Advisory Commission (3-year term); Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Solid Waste Advisory Commission (3-year term) - Tabled until next month.

Auditor - Tabled until next month.

The Reorganizational Meeting was adjourned at 6:53 PM.

Respectfully Submitted,

Diane DeJesus
Secretary/Treasurer

**TOWNSHIP OF BERN
BERKS COUNTY, PENNSYLVANIA**

January 3, 2022

SUPERVISORS MEETING

SUPERVISORS PRESENT: Irene Reed, Chairman
Brian Eveland, Supervisor
Jeff Thompson, Supervisor
Daniel Tobias, Supervisor
Dr. Boyd Wagner III, Supervisor

STAFF PRESENT: Brian Potts, Township Manager
Diane DeJesus, Secretary/Treasurer
Brett Forry, Detective Sergeant
Emma Rose, Esquire
Daryl Jenkins, Engineer
Bradley Pflum, Codes Enforcement

CALL TO ORDER-PLEDGE OF ALLEGIANCE

Mrs. Reed called the meeting to order at 7:00 PM.

CONSENT AGENDA

Dr. Wagner moved to approve the Consent Agenda, as presented, which included the minutes of the December 7, 2021 Supervisors Meeting and to accept the finance report, subject to audit and approve payment of bills on the list, seconded by Mr. Thompson. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

FINANCE REPORT

Balances as of January 3, 2022: General Fund: \$1,940,266.64, State Account: \$479,047.31, PLGIT: \$67,058.08, Certificate of Deposits: \$557,414.64, Expenses: \$69,226.96. Treasurer's Report accepted subject to audit.

PUBLIC COMMENT

None

ORDINANCES/ RESOLUTIONS

Discussion/ Approval of Stop Sign Ordinance- Mr. Potts stated the ordinance is for a stop sign on Mull Avenue at the intersection of Mull Avenue and Kercher Avenue. Dr. Wagner made a

motion to approve the Stop Sign Ordinance; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Discussion/ Approval of Police Pension Resolution- Dr. Wagner made a motion to approve the Police Pension Resolution; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Discussion/ Approval to Advertise the Comcast Cable Franchise Agreement Ordinance- Dr. Wagner made a motion to advertise the Comcast Cable Franchise Agreement Ordinance; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

TOWNSHIP MANAGER

Mr. Potts provided his report to the Board. Mr. Potts informed the Board that Paul Janssen is trying to get the fire study done by the end of the month. Mr. Potts asked the Board to review the potential ARP projects he sent them. Mr. Potts also gave an update on the First Energy Transmission Line Project stating that he spoke with Jennifer Rivera who informed him that it would most likely not begin until the end of 2023, the cost has tripled and there may need to be eminent domain on one property.

PUBLIC SAFETY & SERVICES

Fire Company

No reports.

Emergency Medical Services

No reports.

Emergency Management

Mr. Hinkle provided his report to the Board.

Police Department

Chief Waugh provided his report to the Board. Detective Sergeant Brett Forry was in attendance in lieu of Chief Waugh.

Discussion/ Approval of Change in Officer Classification to Patrolman Class 1- Det. Sgt. Forry requested a motion for approval to change the classification of Officer Michael Archutowski to Officer Classification to Patrolman Class 1 effective February 1, 2022. Dr. Wagner made a motion to approve reclassifying Officer Michael Archutowski to Patrolman Class 1 effective February 1, 2022; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Discussion/ Approval of Active Threat Training for Police Sergeant- Det. Sgt. Forry requested a motion to approve sending Sgt. Steven Seidel to active threat training with the only cost being \$186.00 for sustenance per the police contract. Mr. Thompson made a motion to approve the active

threat training for Sgt. Seidel; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Discussion/ Approval of Police Car Purchase- Det. Sgt. Forry requested a motion to approve the purchase of a Dodge Durango for the police department because the purchasing window for a Dodge Charger is closed. Det. Sgt. Forry went over the details pertaining to why the window is closed and the costs pertaining to a Durango. After discussion on budget and funds Mr. Thompson made a motion to approve the purchase of a Dodge Durango for the Police Department; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

PLANNING/ZONING/CODE ENFORCEMENT

Engineer

Mr. Daryl Jenkins provided the report to the Board.

Planning Commission

Discussion/ Approval of Mace Stormwater Agreement- Mr. Potts stated Mr. Morey recommends approval of the agreement contingent on the SSM December 22, 2021 review letter. Mr. Thompson made a motion to approve the Mace Stormwater Agreement; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Time Extensions

None

Code Enforcement

Mr. Pflum provided his report to the Board.

Discussion/ Approval to Release Remaining Stormwater Escrow to 6 Homestead Drive- Mr. Potts stated that the remaining balance is \$357.00. Mr. Thompson made a motion to release the remaining balance of \$357.00 to 6 Homestead Drive; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

STORMWATER MANAGEMENT

MS4 Stormwater Report

Mr. Potts stated that the stormwater facility is finished at Grange Road and Snyder Drive.

ROAD DEPARTMENT

Mr. Potts informed the Board the paver needs \$19,683 in repairs. Mr. Potts stated that the road crew will not be doing the road projects themselves in 2022 and budget line item 438.010 contains \$50,000 for street maintenance that he would like to utilize for the paver repair. Mr. Thompson made a motion to approve using funds from budget line 438.010 for the paver repair; Dr. Wagner

seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

SEWER/ WATER/ BERN TOWNSHIP MUNICIPAL AUTHORITY

No report.

SOLID WASTE ADVISORY COMMISION

No report.

ADMINISTRATION

Discussion/ Approval of Uniformed Pension Plan COLA- Mr. Potts stated that this would provide a 5.6% increase in pension payments to retirees. Mr. Eveland made a motion to approve the 5.6% increase; Mr. Tobias seconded. YES: Mr. Eveland, Mr. Tobias and Mrs. Reed. NO: Dr. Wagner and Mr. Thompson. Motion carried.

Discussion/ Approval of Side Agreement with Police Department- Mr. Potts stated that this is for the formation of the Police Building Committee consisting of the township manager, a member of the Board of Supervisors, the Chief of Police and two police officers who will meet on or before February 28, 2022 and begin construction on or before December 28, 2022.

Discussion of Reading Area Water Authority Letter Requesting Support- Tabled until more information is provided.

EXECUTIVE SESSION

An executive session was held to discuss personnel matters.

Discussion of At Will Employee Salaries- Mr. Thompson made a motion to adjust Mr. Potts's salary to \$115,000 total, to increase Chief Waugh's salary by 6%, to increase the At-Will employee's salaries by 3% and to give Mr. Potts an additional 40 hours of vacation; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson and Mrs. Reed. Motion carried.

Next Supervisor's meeting will be held on Tuesday, February 1, 2022 at 7:00 PM.

ADJOURNMENT

The meeting was adjourned at 9:100 PM.

Respectfully submitted,

Diane DeJesus,
Secretary/Treasurer