

**DOUGLASS TOWNSHIP – BERKS COUNTY**  
**REORGANIZATION MEETING**  
*January 5, 2004*

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The reorganization meeting of the Douglass Township Board of Supervisors was called to order at 7:00 PM in the municipal building. Attending were Supervisors Grant Yergey, Jeanne Trivellini and Dorothy Pulcher along with eight interested citizens.

Temporary Chairman appointed by the Board:	Grant Yergey		
Motion: Jeanne Trivellini	Second: Dorothy Pulcher		All Ayes

Temporary Secretary appointed by the Board:	Eileen Pinder		
Motion: Jeanne Trivellini	Second: Grant Yergey		All Ayes

Mr. Yergey extended a welcome to Dorothy Pulcher, our new Supervisor. He is looking forward to working with her. Miss Trivellini agreed.

**Election of Officers**

Chairman: Grant Yergey			
Motion: Jeanne Trivellini	Second: Dorothy Pulcher		All Ayes

Vice-Chairman: Jeanne Trivellini			
Motion: Grant Yergey	Second: Dorothy Pulcher		All Ayes

**Appointments for 2004**

Recording Secretary/Treasurer: Eileen Pinder			
Motion: Jeanne Trivellini	Second: Grant Yergey		All Ayes

Secretary: Linda Auman			
Motion: Grant Yergey	Second: Jeanne Trivellini		All Ayes

Road Master: John J. Groff			
Motion: Jeanne Trivellini	Second: Grant Yergey		All Ayes

Solicitor: Joe McGrory, Jr.			
Motion: Jeanne Trivellini	Second: Dorothy Pulcher		All Ayes

Mr. Yergey extended a welcome to Joe McGrory, our new solicitor. The Board is looking forward to working with him.

Conflict Council: Robert Brant in cases where there may be a conflict of interest			
Motion: Jeanne Trivellini	Second: Grant Yergey		All Ayes

Zoning and Code Enforcement Officer: Systems Design Engineering			
Motion: Jeanne Trivellini	Second: Dorothy Pulcher		All Ayes

Engineer: Systems Design Engineering			
Motion: Grant Yergey	Second: Dorothy Pulcher		All Ayes

Planning Commission Member: Gary Twardowski (4 year term)			
Motion: Jeanne Trivellini	Second: Grant Yergey		All Ayes

Planning Commission Member: Ken Kirsch (4 year term)			
Motion: Grant Yergey	Second: Jeanne Trivellini		All Ayes

Planning Commission Recording Secretary: Linda Auman			
Motion: Grant Yergey	Second: Jeanne Trivellini		All Ayes

Zoning Hearing Board Recording Secretary: Linda Auman			
Motion: Grant Yergey	Second: Jeanne Trivellini		All Ayes

Per Capita Tax Collector: Mary K. Heimbach		
Motion: Jeanne Trivellini	Second: Dorothy Pulcher	All Ayes
Auditor: David Banos for two years of a four year term		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Auditor: Cheryl Baro for two years of a six year term		
Motion: Grant Yergey	Second: Jeanne Trivellini	All Ayes
Vacancy Board Chairman: Carl Howerter		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Sewage Enforcement Officer:	Carl Wolfe, Certificate #00944, Primary SEO Michael G. Pohronezny, Jr., Certificate #00557, Alternate SEO Thomas S. Unger, Certificate #02356, Alternate SEO Thomas Bagenstose, Certificate #00997, Alternate SEO Mark A. Kitzmiller, Certificate #02420, Alternate SEO Scott A. Steffey, Certificate #02847, Alternate SEO	
Motion: Jeanne Trivellini	Second: Dorothy Pulcher	All Ayes
Chief Administrator Douglass Township Police Pension Plan: Eileen Pinder		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Waive Member contributions to Police Pension Fund for 2004		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Chief Administrator Douglass Township Non-Uniform Pension Plan: Eileen Pinder		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Resolution 2004-1: Be It Resolved that Al Golden is appointed to the Zoning Hearing Board for a five (5) year term.		
Motion: Grant Yergey	Second: Jeanne Trivellini	All Ayes
Township Depositories: National Penn Bank and Wachovia Securities		
Motion: Grant Yergey	Second: Jeanne Trivellini	All Ayes
Township Delegates to the State Convention in Hershey: Grant Yergey and Dorothy Pulcher		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Voting Delegate to State Convention in Hershey: Dorothy Pulcher		
Motion: Grant Yergey	Second: Jeanne Trivellini	All Ayes
Recreation Board Members: Ruth Dierolf, Charlene Conrad, Richard Zuber, Jeff Lucarelli and Kim Lawhorne, the Chairman to be chosen by the Rec. Board.		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes
Delinquent Per Capita Tax Collector for 2004: Berkheimer Assoc.		
Motion: Grant Yergey	Second: Jeanne Trivellini	All Ayes
Census Enumerator for 2004: Sharon Kistler		
Motion: Grant Yergey	Second: Jeanne Trivellini	All Ayes
Resolution 2004-2: Appointment of Long, Barrell & Co. as CPA to audit Township Books for 2003		
Motion: Jean Trivellini	Second: Grant Yergey	All Ayes
Board of Supervisors Meetings will be held on the 1 <sup>st</sup> Tuesday of each month at 7:00 PM in the Township Building with additional meetings if needed.		
Motion: Jeanne Trivellini	Second: Grant Yergey	All Ayes

Planning Commission meetings, Recreation Board meetings and Zoning Hearing Board meetings will be scheduled by each individual Board.

Reimbursement for use of a vehicle while on Township business will be the current IRS rate per mile.

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Motion: Grant Yergey                      Second: Jeanne Trivellini                      All Ayes

Motion: Grant Yergey                      Second: Jeanne Trivellini                      All Ayes

BACC Representative: Sgt. Dana Dotterer

Motion: Grant Yergey                      Second: Dorothy Pulcher                      All Ayes

BACC Alternate Representative: Grant Yergey

Motion: Jeanne Trivellini                      Second: Dorothy Pulcher                      All Ayes

BCCC Representative: Sgt. Dana Dotterer

Motion: Grant Yergey                      Second: Jeanne Trivellini                      All Ayes

Board of Supervisors to be listed as part-time, temporary employees of the Township

Motion: Grant Yergey                      Second: Jeanne Trivellini                      All Ayes

Agricultural Security Area Advisory Committee (3 farmers, 1 resident & 1 Board Member): Ed Peterson, Dave Howerter, Donald Grim, Warren Lloyd and Grant Yergey

Motion: Jeanne Trivellini                      Second: Dorothy Pulcher                      All Ayes

### Wages and Benefits for 2004

Road Master, John J. Groff - \$19.00/hour, 10 paid sick days payable only for illness or disability (maximum accumulated, 20 days), (9) holidays, two(2) personal days, two (2) weeks vacation, paid Health Insurance, \$25,000 life insurance policy, disability insurance, \$750 medical reimbursement, \$275 uniform allowance payable in January and July, two hour minimum overtime per date when called out

Motion: Jeanne Trivellini                      Second: Grant Yergey                      All Ayes

Municipal Worker, Jacob Yorgey - \$18.68/hour, same benefits as Road Master except five (5) weeks vacation and accumulation of 80 sick days.

Motion: Jeanne Trivellini                      Second: Grant Yergey                      All Ayes

Municipal Worker, Charles Miller - \$17.06/hour, same benefits as Road Master except five (5) weeks vacation and accumulation of 80 sick days.

Motion: Jeanne Trivellini                      Second: Dorothy Pulcher                      All Ayes

Recording Secretary/Treasurer, Eileen Pinder - \$14.32/hour, nine (9) paid holidays, 15 vacation days, two hour minimum overtime per date for attendance at unscheduled meetings. May extend hours as necessary subject to change at later date with no loss of time.

Motion: Grant Yergey                      Second: Jeanne Trivellini                      All Ayes

Secretary, Linda Auman - \$12.74/hour, nine paid holidays, two personal days, 10 paid sick days payable only for illness or disability (maximum accumulated, 20 days), 15 vacation days, paid Health Insurance, \$25,000 life insurance policy, disability insurance, \$750 medical reimbursement, two hour minimum overtime per date for attendance at unscheduled meetings.

Motion: Jeanne Trivellini                      Second: Dorothy Pulcher                      All Ayes

Cost of Living Increase for the above five employees will be 2.5% above the listed salaries for 2004.

Motion: Jeanne Trivellini                      Second: Dorothy Pulcher                      All Ayes

Custodian, Judy Yorgey - \$50/cleaning, no benefits

Motion: Grant Yergev                      Second: Dorothy Pulcher                      All Ayes

Resolution 2004-3: Be It Resolved that the fee rates for 2004 for SEO, Engineering and Code Enforcement will be per Fee Schedule dated 1/1/04.

Motion: Jeanne Trivellini                      Second: Dorothy Pulcher                      All Ayes

Real Estate Tax Collector, Mary K. Heimbach – 4%/rebate, 4%/flat and 5%/penalty

Motion: Grant Yergey

Second: Jeanne Trivellini

All Ayes

Per Capita Tax Collector, Mary K. Heimbach – 4%/rebate, 4%/flat and 5%/penalty

Motion: Grant Yergey

Second: Jeanne Trivellini

All Ayes

Resolution 2004-4: Be It Resolved that the Tax Collector of Douglass Township, Berks County is authorized to collect \$10.00 fee for all tax certifications issued for properties located in Douglass Township.

Motion: Grant Yergey

Second: Jeanne Trivellini

All Ayes

Resolution 2004-5: Be It Resolved that the Office Staff of Douglass Township, Berks County is authorized to collect \$10.00 fee for all sewer certifications issued for properties located in Douglass Township.

Motion: Grant Yergey

Second: Dorothy Pulcher

All Ayes

Resolution 2004-6: Be It Resolved that the pavilion rental fees for 2004 will be:

Weekends & Holidays	Residents	Non Residents
1 – 50	\$ 50.00	\$ 75.00
51 – 100	100.00	150.00
101 – 150	150.00	200.00
Weekdays		
1 – 50	\$ 35.00	\$ 60.00
51 – 100	70.00	110.00
101 – 151	105.00	160.00

Motion: Jeanne Trivellini

Second: Grant Yergey

All Ayes

Resolution 2004-7: Be It Resolved that the signers for all township bank accounts will be Grant Yergey, Jeanne Trivellini, Dorothy R. Pulcher and Eileen Pinder

Motion: Grant Yergey

Second: Dorothy Pulcher

All Ayes

Solicitor, Joe McGrory, Jr. - \$95.00/hour

Motion: Jeanne Trivellini

Second: Grant Yergey

All Ayes

Zoning Hearing Board Solicitor - \$85.00/hour

Motion: Grant Yergey

Second: Jeanne Trivellini

All Ayes

On a motion by Jeanne Trivellini, seconded by Grant Yergey, the Board recommended to the Auditors that the Supervisor's salary be set at \$10.00/hour. All in favor.

On a motion by Jeanne Trivellini, seconded by Grant Yergey, the Board recommends that the Treasurer's bond be set at \$1.5 million. All in favor.

#### PUBLIC PARTICIPATION

Robert Aulenbach asked who is on the Board of Auditors. It is Dave Banos, Cheryl Baro and Jim Mease

#### ADJOURNMENT

With no further business to come before the Board, a motion was made by Grant Yergey, seconded by Jeanne Trivellini, to adjourn the meeting at 8:00 PM. All in favor.

Respectfully Submitted,



Eileen Pinder, Rec. Sec.