

TOWNSHIP OF TILDEN
AGENDA

Re-organization Meeting
January 6, 2025 9:00 a.m.

Audio recordings are made of regular Board of Supervisor meetings to aid in the preparation of accurate meeting minutes.

Public Comment will be accepted only at the time of Public Participation. Please include your first and last name and address. Any comments without name and address will not be considered. Comment length will be kept to 3 minutes. Please be concise. Comments that are relevant to Township business and/or agenda items will be heard. Any Supervisor response to public comment will be done at the discretion of the Supervisors. (Res. #1993-19 Public Comment Period)

RE-ORGANIZATION MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

APPOINT - TEMPORARY CHAIRPERSON

ELECT/CHAIRPERSON

ELECT/VICE CHAIRPERSON

PUBLIC PARTICIPATION ON ITEMS RELATED TO RE-ORGANIZATION ONLY

APPOINT FULL-TIME MANAGER/TREASURER/SECRETARY & SALARY SET BY RESOLUTION
Currently Monica Flower

APPOINT PART-TIME ASSISTANT TREASURER: Samantha Hartman

TREASURER'S BOND - Set the amount for the fiscal year 2024. The bond for 2025 was \$2,300,000.00. Total funds are approximately the same.

APPOINT RIGHT TO KNOW OFFICER: Monica Flower
Assistant: Samantha Hartman

9 PAID HOLIDAYS & 1 Personal Day -

Table with 3 columns: New Year's Day, Memorial Day, Thanksgiving Day, President's Day, Independence Day, Christmas Day, Good Friday, Labor Day, Veteran's Day

The personal day must be used within the calendar year. Unused personal day will not be carried over and will not be paid out at the end of the year.

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SEPARATE MOTION: (If the township supervisors desire to be employed)
A motion was made by _____ and seconded by _____ to employ _____
as an equipment operator, general foreman, or in any general work as
required in the maintenance of township roads, buildings, equipment
and property as well as any administrative position.

- Gene Schappell
- 1. 2.
- Fred Herman
- 1. 2.
- Richard DeLong
- 1. 2.

APPOINT FULL-TIME ASSISTANT SECRETARY WITH SALARY SET BY RESOLUTION
Margaret Wursta

APPOINT ROADMASTER WITH SALARY SET BY RESOLUTION
Mike Quick

DRIVEWAY INSPECTOR -Mike Quick

TOWNSHIP SOLICITOR - Joan London and the law firm of Kozloff-Stoudt

TOWNSHIP ENGINEER - Keystone Consulting Engineers, Inc. - Greg Haas

TOWNSHIP WATER AUTHORITY - R.M. Schaeffer, LLC & Elite Water Ops

SCHEDULE OF FEES AND CHARGES FOR REQUESTS FOR ZONING AND/OR BUILDING PERMITS, CERIFICATES OF USE AND OCCUPANCY, SPECIAL EXCEPTIONS, VARIANCES, ZONING ORDINANCE AMENDMENTS, AND ALL OTHER MATTER PERTAINING TO THE ZONING ORDINANCE. (Resolution #2025-1) see attached

BUILDING CODE/ENFORCEMENT OFFICER (UCC Permits and Inspections Only)
BIU of PA, INC. - Bill Murphy

ZONING, PROPERTY MAINTENANCE & RENTAL INSPECTOR
Keystone Consulting Engineers, Inc.

BUILDING PERMIT FEES (Resolution #2025-2) see attached

ROAD DEPARTMENT 2025 WITH SALARIES SET BY RESOLUTION

- Darryl Adam - CDL/Laborer
- Dale Hartz - CDL/Laborer
- Dan DeTurk - CDL/Laborer as needed
- Terry Shaner - CDL/Laborer as needed
- Mahlon Berk Jr - CDL/Laborer as needed
- Dennis Adam - Grounds Maintenance/Laborer as needed
- Arthur Miller - Laborer as needed

CHAIRMAN/VACANCY BOARD - Monica Flower

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LOCAL SERVICES TAX COLLECTOR & AMUSEMENT TAX - Dorothy McLaughlin

**TAX COLLECTOR COMMISSION for COLLECTION OF LOCAL SERVICES TAX
AMUSEMENT TAX & STREET LIGHT TAX** - 5%

DELINQUENT TAX COLLECTOR (Prior Year taxes) - Dorothy McLaughlin

To collect the prior year real estate taxes,
West Hamburg Street Light Tax, TIP Street Light Tax and Local
Services Tax for the fiscal year 2024 until January 31, 2025 and to
collect the 4th quarter interim taxes until January 31, 2025.

SEWAGE ENFORCEMENT OFFICER(S)

Jeremy Bentz of JB Environmental Services, LLC

SEWAGE PERMIT FEE (Resolution #2025-3) see attached

Included with the sewage permit fees, a fee for hearings under the
Sewage Facilities Act. Hearing requested by the applicant - initial
fee - \$1,000 plus an additional fee to include stenographic costs
and counsel fees to be paid prior to the issuance of the decision.

EMERGENCY MANAGEMENT COORDINATOR: Jarrod Emes

TILDEN TOWNSHIP FIRE MARSHALL, FIRE CODES INSPECTOR: Troy Hatt

PLANNING COMMISSION MEMBERS

As per Ordinance No. 140, 2002, the terms of the members of the Planning
Commission shall be for four (4) years, or until a successor is appointed
and qualified, except that the terms of the presently seated members shall be fixed
pursuant to this Ordinance.

Presently serving:

Dale Keener	1/2027
Greg Kozlowski	1/2028
Christopher Forte	1/2026
Luke Kamp	1/2027

PLANNING COMMISSION SECRETARY WITH RATE SET BY RESOLUTION

Margaret Wursta

SUBDIVISION FILING FEES (Resolution #2025-4) see attached

STORMWATER MANAGEMENT REVIEW AND INSPECTION FEES

(Resolution #2025-5) see attached

TOWNSHIP WAGES - NON-UNIFORM EMPLOYEES

(Resolution #2025-6) see attached

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ZONING HEARING BOARD

As per the MPC - terms should be for 5 years.
Michelle Minnick-Merring term has expired and has requested to be
reappointed for another term.
Other members serving are:

- Robert Hein - 1/2029
- Karl Halye - 1/2027
- Craig Moseman - 1/2026
- *** Michelle Minnick-Merring - 1/2025 ***
- Jody Klinger - 1/2028

Zoning Hearing Board Clerk - Margaret Wursta current rate \$50.00
per hearing application

REPRESENTATIVE/BERKS COUNTY COOPERATIVE PURCHASING COUNCIL

In 2025 Secretary of Tilden Township - Currently Monica Flower

ENVIRONMENTAL ADVISORY COUNCIL

Creation of EAC Ordinance #181, 2007 November 10, 2007 5 Members
No members at this time

DEPOSITORIES: **VIST Bank** - General Fund, Payroll Fund, Building &
Zoning, ARP Funds, Park & Recreation Fund, West Hamburg Street Light Fund,
State Fund, Capital Reserve Funds, Recreation Fund, Sewer Fund, Water Fund,
TIP Street Light Fund, Traffic Light Fund and all other Escrow Funds.

CERTIFY DELEGATES -

State Convention (Supervisors, Office staff & Road Crew)
will be held on May 4-7, 2025 at the Hershey Lodge & Convention Center

DESIGNATE VOTING DELEGATE FOR CONVENTION - Monica Flower

REIMBURSEMENT FOR EXPENSES - As per the township code, Section 612,
to authorize the treasurer to pay the registration fee for the PSATS
Convention from the General Fund, and this amount to be deducted when
the delegates are reimbursed for their allowable expenses.

ATTENDANCE/WORKSHOPS & PAYMENT OF REGISTRATION FEES & EXPENSES

Authorization for officials and secretary to attend various
workshops, and the township to reimburse the official for
registration fees and expenses.

PENSION PLAN ADMINISTRATOR

- Currently - Monica Flower
- Police Pension Plan Advisor - R. J. Hall & Company
- Plan Investor - VOYA
- Actuary - Foster & Foster
- Non-Uniformed Pension Plan Advisor - Justin Miller
- Plan Investor - Commonwealth Financial Network
- Actuary - Chuck Freidlander, Municipal Finance Partners, Inc.

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UTILITY BILLS

Authorization to pay utility bills by due date and any other bills that may incur penalties before the next Board of Supervisor monthly meeting.

ADJOURNMENT