

**READING TOWNSHIP
BOARD OF SUPERVISORS
ORGANIZATION MEETING
JANUARY 7, 2019**

CALL THE MEETING TO ORDER

2018 Final Business
~ Adopt Municipal Pension Disclosure
Statement for 2018
~ Anti Virus program for Office Computers
~ Jennifer Miller-Office Space
Public Comments
Adjourn

CALL ORGANIZATION MEETING TO ORDER

- Appoint temporary Chairman
- Appoint temporary Secretary
- Receive nominations & elect permanent Chairman
- Receive nominations & elect Vice Chair
- Appoint Secretary/Treasurer

APPOINTMENTS

Supervisors Board Liaison Appointments:

- Administration
- Public Works
- Police
- Planning Commission
- Municipal Authorities
- Fire Companies & Emergency Management
- York Adams Tax Bureau plus Alternate;
Adams County Tax Collection Committee
plus Alternate
- Adams County Council of Governments

Appointment of Employees & Positions:

- Open Records Officer
Alternate
- Administrative Assistant
- Director of Public Works
- Road Foreman
- Police Officer-in-Charge
- Police Officer
- Seasonal Laborer
- Seasonal Operator/Laborer
- Seasonal Operator/Laborer
- EMC
- Deputy EMC

APPOINTMENT OF SERVICES:

- **Residential & Commercial Building Inspector and Zoning & Code Enforcement Services:**
Wilbur Slothour, Land & Sea Services
2019 Contract for Services
- **Computer Services**
Treysta Technology Management
- **Township Solicitor**
Victor A. Neubaum, Malone & Neubaum
- **Zoning Hearing Board Solicitor:**
Timothy J. Shultis, Shultis Law, LLC
- **Municipal Engineer & Engineering Firm:**
P. Eric Mains, P.E. & Gannett Fleming, Inc.
- **Sewage Enforcement Officers:**
Gilbert Picarelli, KPI Technology
Dominic Picarelli, Alternate SEO
Leah Heine, Alternate SEO
- **Cleaning Service:**
All Clean Building Maintenance
- **Payroll & QuickBooks Support**
Smith Elliott Kearns & Company
- **Certified Public Accounts-2018 Audit**
Smith Elliot Kearns & Company

RESOLUTIONS

- 2019-01: Wage Rates
- 2019-02: Personnel Policies & Procedures
- 2019-03: Fee Schedule
- 2019-04: Equipment Rental
- 2019-05: Confirm Appointments to the Reading
Township Municipal Authority

2019-06: Confirm Appointments to the Lake
Meade Municipal Authority

2019-07: Confirm Appointments to the Planning
Commission

2019-08: Confirm Appointments to the Zoning
Hearing Board

2019-09: Appoint Delegate and Alternate
Delegate to the York Adams Tax
Bureau and the Adams County TCC

2019-10: 2012 Record Disposition

2018-11: Continuity of Government

MISCELLANEOUS

Approve Treasurer's Bond to remain \$1.4 Million

Approve payment of bills between meetings for
employee reimbursements and to meet due dates and
obtain discounts.

Approve Bank Depositories – BB&T Bank and
Adams County National Bank

Authorize Advertisement of Annual Meeting Notice

Authorize attendance at training, meetings,
conferences, institutes, schools and conventions with
payment of registration fees, mileage and other actual
expenses incurred.

Approve voting delegate, registration and hotel
accommodation at PSATS Annual Conference

Approve 2019 Federal Mileage Rate for supervisor &
employee mileage reimbursements at 55 cents/mile

PUBLIC COMMENTS

ADJOURN