

**CENTRE TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF DECEMBER 19, 2023**

The regular monthly meeting of the Centre Township Board of Supervisors was held on December 19, 2023 at the Centre Township Municipal Building, 449 Bucks Hill Road, Mohrsville, PA. Chairman Jason Troutman called the meeting to order at 7:02 p.m. and led the Pledge of Allegiance, followed by a Moment of Silence. The following were present: Chairman Jason Troutman, Vice Chairman James Fitterling, Solicitor Liz Magovern.

REPORT ON EXECUTIVE SESSION REGARDING PERSONNEL on 12/5/2023

Motion by Jason Troutman to approve the termination of Jennifer Wassell-Bonser as Township Secretary/Treasurer effective 12/5/2023. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.

Motion by James Fitterling to approve the hiring of Cheryl Haus as Township Secretary/Treasurer starting January 1, 2024 at a rate of \$21.00 per hour. Seconded by Jason Troutman. Upon roll call, Troutman and Fitterling voted yes.

Motion by Jason Troutman to add Cheryl Haus to the Treasurer Bond. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.

HEARING OF VISITORS ON AGENDA ITEMS

None at this time.

ANNOUNCEMENTS

None

APPROVAL OF MINUTES

A motion was made by James Fitterling to approve the November 28, 2023 Board of Supervisors Meeting Minutes. Seconded by Jason Troutman. Upon roll call, Troutman and Fitterling voted yes.

PAYMENT OF BILLS

A motion was made by Jason Troutman and seconded by James Fitterling to approve the payment of bills. Upon roll call, Troutman and Fitterling voted yes. Annual Donations will be tabled until next meeting.

ORDINANCES AND RESOLUTIONS/SOLICITORS REPORT – Liz Magovern

Motion by James Fitterling to approve resolution No. 2023-11 - Employee Handbook Amendment to allow Insurance Coverage for new employees after 60 days of employment. Seconded by Jason Troutman. Upon roll call, Troutman and Fitterling voted yes.

Motion by Jason Troutman to approve resolution No. 2023-12 – Appointing Cheryl Haus as Right-to-know Officer/ Open Records Officer. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.

Motion by James Fitterling to approve resolution No. 2023-13 – Appointing Cheryl Haus as Chief Executive Officer and the Chairman of the Board of Supervisors as alternate for Centre Township Pension Plans. Seconded by Jason Troutman. Upon roll call, Troutman and Fitterling voted yes.

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Motion by Jason Troutman to approve resolution No. 2023-14 – Authorizing Cheryl Haus as Bank Signatory for Centre Township. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.

Lastly, Solicitor Magovern noted that we should ratify the motion made at last meeting for Resolution 2023-9 for the Hazardous Mitigation Plan Update, since we did not have the documents completed for signing at that meeting but have them prepared for this meeting. **Motion by Jason Troutman to ratify the approval of resolution No. 2023-9 – Hazardous Mitigation Plan Update. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.**

ROAD DEPARTMENT

Vice Chairman James Fitterling noted that the Road Department has begun some tree trimming work along with working on equipment, cleaning out ditches and pipes, and salting icy spots as needed.

ENGINEER’S REPORT – RYAN RHODE

No Report

ZONING OFFICER REPORT

No Report

Jason Troutman noted some updates on the 402 Plum Road property, and reported that things seem to have quieted down there.

SEO REPORT

No Report

OLD BUSINESS

Chairman Troutman noted that a vacancy remains for anyone who may be interested in serving on the Authority Board. There was a comment by Connie Troutman stating that Andrea Koinski has agreed to serve in this vacant position. It was noted to have her submit her intent in writing to the township and the appointment can be made at the Reorganization meeting.

The renewal of the Comcast Franchise Agreement was briefly discussed. Solicitor Magovern had a discussion with her contact at Comcast and they are working on a renewal contract for Centre Township. She will also be looking to address the concerns about underserved areas within the township and see what can be done.

Jason Troutman reported that he has been in contact with RKL concerning auditor services for Centre Township. We will need to approve them as part of the Reorganization meeting in January.

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NEW BUSINESS

Motion by Jason Troutman to approve the 2024 Final Budget General Fund & Street Light Fund. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.

Motion by James Fitterling to approve resolution No. 2023-15, Approval of the Tax Rate of .54 mills for Real Estate and \$0.85 per front foot for Street Light Tax. Seconded by Jason Troutman. Upon roll call, Troutman and Fitterling voted yes.

Motion by Jason Troutman to approve Payment of Bills as of December 31, 2023 and Re-Affirm at January Meeting. Seconded by James Fitterling. Upon roll call, Troutman and Fitterling voted yes.

Solicitor Magovern reported on the status of Tiny/Pear Apartments and noted that the plans weren't originally submitted to the Berks County Planning Commission. Upon this finding, plans were resubmitted. So, a time extension was not needed as the plans seem to be on time for our next Planning Commission meeting.

HEARING OF VISITORS – GENERAL

Wade Houck questioned about our time without a secretary, and how that was being handled. Jason Troutman answered that he has been working to fill the shoes and keep thing afloat until Cheryl Haus will be able to get started. Mr. Houck questioned whether any approvals were needed to approve Jason Troutman to this temporary position. Solicitor Magovern noted that Jason Troutman is already on the Treasurer Bond and has been approved as the Assistant Secretary before during a previous transition.

ADJOURNMENT

There being no further business to come before the Board, James Fitterling made a motion, seconded by Jason Troutman, to adjourn the meeting at approximately 7:15 p.m. Upon roll call, Troutman and Fitterling voted yes.

Respectfully Submitted,

James Fitterling
Vice-Chair,
Centre Twp. Board of Supervisors