

**ALBANY TOWNSHIP
BOARD OF SUPERVISORS MEETING
JANUARY 6, 2025 – 7:30 PM
KEMPTON FIRE COMPANY**

A regular meeting of the Albany Township Board of Supervisors was called to order at 7:30 PM by Board Member Christopher Schucker with Board Members Joshua Rabert and Charles Volk in attendance.

Reorganization

The Supervisors made the following nominations for 2025:

A motion to nominate Christopher Schucker as Chairman was made by Josh and seconded by Charles.
Vote Call: Chris – Abstained, Josh – Yes, Charles – Yes

A motion to nominate Joshua Rabert as Vice-Chairman was made by Charles and seconded by Chris.
Vote Call: Chris – Yes, Josh – Abstained, Charles – Yes

A motion to appoint Michele Morstatt as Secretary/Treasurer was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

Public Comment

None

Secretary/Treasurer

A motion to approve the minutes of the 12/02/24 meeting was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to pay all bills presented at the 1/06/25 meeting was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to approve the treasurer's report as of 1/06/25 was made by Charles and seconded by Josh.
General Fund – \$567,168.34
State Fund – \$32,050.81
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

Old Business

A motion to adopt Resolution 2025-1 for the Elimination of Per Capita Tax was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to approve Ordinance 2025-1 for the Fire Department Cost Recovery was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion was made by Charles and seconded by Josh to approve payment to Best Price Paving by Richard in the amount of \$2,900 for the crack sealing completed on 12/12/2024 on the Albany Township Park asphalt walking trail, per the invoice received 12/31/2024.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

Solicitor Jay Davis will review the proposed Multi-Municipal Cooperation Agreement for the Northeastern Berks Joint Comprehensive Plan.

New Business

A motion to approve Ultra Modem Industries' new building proposal at 2427 Route 143 was made by Josh and seconded by Charles.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to approve an annual donation to the Kutztown Library in the amount of \$1,750 was made by Charles and seconded by Josh.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to approve an annual donation to the Hamburg EMS in the amount of \$3,000 was made by Josh and seconded by Charles.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to approve an annual donation to the Crime Alert Berks County in the amount of \$250 was made by Josh and seconded by Charles.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to approve an increase in the Tax Collector fee for certifications from \$15.00 to \$30.00 was made by Josh and seconded by Charles. This is to be enacted via resolution at the February 2025 meeting.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

A motion to authorize Riley and Company, Inc. to conduct the 2024 Albany Township Financial Audit at an estimated cost of \$10,750 was made by Josh and seconded by Charles.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

Recreation Board

Lucy Muth will be the Vice Chairman of the Recreational Board for 2025.

The purple martin house has been received, awaiting good weather to install.

Jenna Van Zyverden would like to donate a seed-sharing box to the Albany Township Park.

Discussed possible winter invasive weed management at the park.

Environmental Advisory Council

Roadmaster Report

Road crew continues with winter road maintenance and cleaning up trees.

Road salt and anti-skid are fully stocked.

All equipment is in good working condition with the exception of the power broom.

Solicitor Report

Engineer Report

Appointments and Recommendations

The Supervisors made the following appointments and recommendations for 2025:

1. Scheduled Meetings:

The **Albany Township Board of Supervisors** will meet on the first Monday of each month for the calendar year 2025 in the Kempton Fire Company Social Hall. If the first Monday of the month is a Federal Holiday, the meeting will be held on the second Monday of the month. The following is a list of the meeting dates: Jan. 6; Feb. 3; Mar. 3; Apr. 7; May 5; June 2; July 7; Aug. 4; Sep. 8; Oct. 6; Nov. 3; Dec. 1. The next Annual Re-Organizational meeting will be held Monday, January 5, 2026. All public meetings will be held at the Kempton Fire Company Social Hall, Kempton PA at the 7:30 PM prevailing time.

The **Albany Township Board of Auditors** will hold their Annual Re-Organizational Meeting on Tuesday January 6, 2026, in the Kempton Fire Company Social Hall at 7:00 PM prevailing time.

The **Albany Township Planning Commission** will meet on the first Monday of each month for the calendar year 2025 in the Kempton Fire Company Social Hall. If the first Monday of the month is a Federal Holiday, the meeting will be held on the second Monday of the month. The following is a list of the meeting dates: Jan. 6; Feb. 3; Mar. 3; Apr. 7; May 5; June 2; July 7; Aug. 4; Sep. 8; Oct. 6; Nov. 3; Dec. 1. All public meetings will be held at the Kempton Fire Company Social Hall, Kempton PA at 8:00 PM prevailing time.

The **Albany Township Environmental Advisory Council** will meet on the first Monday of each month for the calendar year 2025 in the Kempton Fire Company Social Hall. If the first Monday of the month is a Federal Holiday, the meeting will be held on the second Monday of the month. The following is a list of the meeting dates: Jan. 6; Feb. 3; Mar. 3; Apr. 7; May 5; June 2; July 7; Aug. 4; Sep. 8; Oct. 6; Nov. 3; Dec. 1. All public meetings will be held at the Kempton Fire Company Social Hall, Kempton PA at the 7:30 PM prevailing time.

The **Albany Township Recreational Board** will meet on the first Monday of each month for the calendar year 2025 in the Kempton Fire Company Social Hall. If the first Monday of the month is a Federal Holiday, the meeting will be held on the second Monday of the month. The following is a list of the meeting dates: Jan. 6; Feb. 3; Mar. 3; Apr. 7; May 5; June 2; July 7; Aug. 4; Sep. 8; Oct. 6; Nov. 3; Dec. 1. All public meetings will be held at the Kempton Fire Company Social Hall, Kempton PA at the 7:30 PM prevailing time.

A motion to approve the above meeting dates was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

2. New Tripoli Bank and Fulton Bank are designated as depositories for the Albany Township General Checking Accounts with excess funds to be invested in Pennsylvania Local Government Trust (PLGIT). Pennsylvania Local Government Investment Trust is named as depositor for all State Liquid Fuels money. Fulton Bank is designated as depository for the Hawk Mountain Sanctuary, Odhner and Civil Air Patrol Escrow Accounts. Bernville Bank holds the Certificate of Deposit required by the Cole Sub-Division. The ability to access and

sign all accounts is granted to Board Members Joshua Rabert, Charles Volk, Christopher Schucker, and Albany Township Secretary/Treasurer Michele Morstatt.

A motion to approve these depositories was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

3. A motion to require two (2) signatures on all checks among the Supervisors and the Secretary/Treasurer was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

Executive Session

At 8:55 PM a motion to adjourn to executive session to discuss employee compensation was made by Charles and seconded by Josh.

Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

The meeting was reconvened at 9:34 PM.

4. A motion to set the Secretary/Treasurer fee at \$750 per month was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
5. A motion to appoint Monica Rabert as Assistant Secretary/Treasurer at a rate of \$100 per meeting, as needed, was made by Charles and seconded by Chris.
Vote Call: Chris – Yes, Josh – Abstained, Charles – Yes
6. A motion to authorize the Supervisors to purchase all items necessary was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
7. A motion to appoint James L. Davis as Township Solicitor at a rate of \$150 each meeting, \$125 per hour for clerical, \$185 per hour for attorney fees in the office, and \$275 per hour for attorney fees out of the office was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
8. A motion to appoint Eugene Orlando of Orlando Law Offices as Zoning Hearing Board Solicitor at a rate of \$210 per hour for legal fees and \$175 per hour for paralegal fees was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
9. A motion to appoint Charyn Ayoub of LTL Consultants, LTD as primary Sewage Enforcement Officer at a rate of \$80.00 per hour and a clerical rate of \$46 per hour was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
10. A motion to appoint Scott Bieber as an Alternate Sewage Enforcement Officer was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
11. A motion to appoint Robin Royer of LTL Consultants, LTD as the Zoning Officer with a pay rate of \$71 per hour and clerical rate of \$46 per hour was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

12. A motion to appoint Joseph Body as Township Engineer with a rate of \$100 per meeting, \$100 per hour for engineering, and \$85 per hour for field surveys was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
13. A motion to appoint Berkheimer & Associates as Local Services Tax Collector was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
14. A motion to appoint Jamie Robertson to a 4 (four) year term on the Planning Commission was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
15. A motion to appoint Dean Rabert to a 3 (three) year term on the Zoning Hearing Board was made by Charles and seconded by Chris.
Vote Call: Chris – Yes, Josh – Abstained, Charles – Yes
16. A motion to appoint the following Board of Auditors was made by Josh and seconded by Charles.
 - a. Angie Furlong – finish 2 (two) year term (2026)
 - b. Andrea Scarola – finish 6 (six) year term (2028)
 - c. Tina Weidele – finish current vacated term (2025)*Vote Call: Chris – Yes, Josh – Yes, Charles – Yes*
17. A motion to appoint Stephen Hamm as Vacancy Board Chairman was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
18. A motion to appoint Bracken Brown as Environmental Advisory Council Chairman was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
19. A motion to appoint the following Environmental Advisory Council members was made by Charles and seconded by Josh:
Members: Dale Derr, Barbara Jucker, Tom Kerr, Noah Rauch, Anita Zawada.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
20. A motion to appoint Stephen Hamm as Recreation Board Chairman was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
21. A motion to appoint the following Recreation Board members was made by Josh and seconded by Charles.
Members: Lucy Muth, Renee Olszewski, Stephen Wade, Sandra Wessner
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
22. A motion to appoint Matthew Brett as Emergency Management Coordinator was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

23. A motion to appoint Michele Morstatt as Chief Administrative Officer of the Pension Plan was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
24. A motion to appoint Michele Morstatt as Administrator for Open Records was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
25. A motion to appoint Michele Morstatt as Amusement Tax Collector was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
26. A motion to appoint Angela Bittner as Tax Collector was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
27. A motion to appoint Tina Weidele as Deputy Tax Collector was made by Josh and seconded by Charles.
Vote Call: Chris – Abstained, Josh – Yes, Charles – Yes
28. A motion to set the tax collector rate at \$1.75 per bill issued for Real Estate Taxes was made by Charles and seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
29. A motion to set the treasurer’s bond at \$700,000 held by Traveler’s Insurance was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
30. A motion to appoint Michele Morstatt as the voting delegate to the Pennsylvania State Association of Township Supervisors (PSATS) annual convention was made by Charles seconded by Josh.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
31. A motion to appoint Joshua Rabert as CDL Administrator was made by Charles and seconded by Chris.
Vote Call: Chris – Yes, Josh – Abstained, Charles – Yes
32. A motion to hire Ryan Rex as primary Roadmaster was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
33. A motion to hire Duane Garis as a full-time employee on the road crew was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
34. A motion to appoint all 3 (three) Supervisors as Roadmasters was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes
35. A motion to hire Russell Geiger, Andrew Haverkamp, and any other necessary part-time employees was made by Josh and seconded by Charles.
Vote Call: Chris – Yes, Josh – Yes, Charles – Yes

36. A motion to set the following pay rates and benefits for Full-Time Employees was made by Charles and seconded by Josh:
- Regular hourly rate:

Ryan Rex	\$33.50
Duane Garis	\$29.00
 - 5 (five) non-accumulating paid sick days per year
 - 7 (seven) paid holidays per year – New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Black Friday and Christmas
 - Paid Vacation:

Ryan Rex	15 Days
Duane Garis	15 Days
 - Clothing Allowance – \$700 annually, if it is not used, it does not carry over.
 - Health Insurance will be provided for full-time employees and their non-working/uninsured spouses with a \$25.00 per week co-pay on spousal coverage.
 - Life Insurance
 - Dental/Vision Allowance – \$500 annually (accumulating, does not pay out when employment is terminated)
 - Short-Term Accidental Disability
- Vote Call: Chris – Yes, Josh – Yes, Charles – Yes*

37. A motion to set the following pay rates for Part-Time Employees was made by Charles and seconded by Josh:
- Regular hourly rate:

Winter Maintenance (Nov 1 - Mar 31)	- \$23.00
Summer Maintenance (Apr 1 - Oct 31)	- \$21.00
- Vote Call: Chris – Yes, Josh – Yes, Charles – Yes*

At 10:10 PM a motion to adjourn was made by Charles and seconded by Josh.
 Vote Call: Josh – Yes, Charles – Yes, Chris – Yes

Respectfully Submitted,
 Michele Morstatt, Secretary