

***MINUTES OF THE
BOROUGH OF TOPTON BOROUGH COUNCIL
REORGANIZATION MEETING
Monday, January 3rd, 2022***

The bi-annual reorganization meeting of the Tipton Borough Council was called to order by Mayor Thomas Biltcliff, III at Borough Hall, 205 South Callowhill Street, Tipton, PA 19562 at 7:00 PM.

The meeting was opened with the Pledge of Allegiance.

Present were Mayor Biltcliff (presiding over reorganization), Council Members T. Bower, C. Cook, A. Falcone, M. Lorah, E. Stoudt, and M. Stoudt, Solicitor Joan London, and Borough Manager Stacy C. Milo. One individual elected to Borough Council, but who has advised that he is declining the seat, was absent, and the position will be filled under the Borough Code after expiration of statutory time periods for claiming the right to office.

The following Tipton Volunteer Fire Company No. 1 members were sworn in by Mayor Biltcliff prior to the meeting:

Jason Robinson - Fire Chief
Randy Sicher - Deputy Chief
Curt Swoyer - Assistant Chief
Scott Adam - Captain
Andrew Turner - Lieutenant
Chris Laub - Fire Police Captain
Dale Warmkessel - President
Peter Moyer - Vice President
Steve Kline - Recording Secretary
Terry Kerchner - Fire Police
Candace Cameron - Fire Police / Firefighter

Mayor Biltcliff opened the floor to nominations for President of Council. Ms. Lorah nominated Mr. Bower. Mayor Biltcliff asked for other nominations; hearing none, Ms. Lorah made a motion to close these nominations. The motion to appoint Mr. Bower as President of the Borough Council for 2022 passed 5-1.

Mr. Bower – aye, Ms. Cook – aye, Ms. Falcone – nay, Ms. Lorah – aye, Mr. Stoudt – aye, Mrs. Stoudt - aye.

Mayor Biltcliff opened the floor to nominations for Vice President of Council. Mr. Bower nominated Ms. Lorah. Ms. Falcone nominated Ms. Cook. Mrs. Stoudt nominated Mr. Stoudt. Mayor Biltcliff asked for other nominations; hearing none, Ms. Lorah made a motion to close the nominations. The vote was taken using order of nominations and the motion to appoint Ms. Lorah as Vice President of the Borough Council for 2022 passed unanimously.

Appointment of Vacancy Board Chair:

Mrs. Stoudt made a motion to re-appoint Arthur Hahn as the Chair of the Vacancy Board. Ms. Lorah seconded this motion. The motion passed unanimously.

President of Council: Mr. Bower announced the following Committee Assignments:

Mr. Bower	-	Public Relations & Special Events
Ms. Cook	-	Environmental & Quality of Life
Ms. Falcone	-	Personnel & Policy
Ms. Lorah	-	Special Events & Public Safety
Mr. Stoudt	-	Parks and Recreation
Mrs. Stoudt	-	Finance & Utilities
Vacancy	-	Streets & Property

RESOLUTIONS FOR ADOPTION:

Res. 1-2022: Ms. Lorah made a motion to re-appoint the firm of Barry Isett & Associates, Inc. as Borough Engineer for 2022 at the rates set forth in their 2022 Municipal Fees document effective 1/1/2022 provided to the Borough on December 2, 2021, a copy of which is made part of the minutes. Mr. Stoudt seconded this motion. The motion passed unanimously.

Res. 2-2022: Mrs. Stoudt made a motion to re-appoint the firm of Kozloff Stoudt Attorneys as Borough Solicitor for 2022 at the rates set forth in a letter from Joan E. London dated October 26, 2021, a copy of which is made part of the minutes. Mr. Stoudt seconded this motion. The motion passed unanimously.

Res. 3-2022: Mrs. Stoudt made a motion to appoint the firm of Reinsel Kuntz Leshner, LLP as the auditors for the Borough of Topton to make an examination of all accounts of the Borough for the fiscal year 2021. Ms. Lorah seconded this motion. The motion passed unanimously.

Res. 4-2022: Mrs. Stoudt made a motion to adopt Resolution 4-2022, which establishes fees for 2022 for the filing of permits and licenses for the Borough of Topton and costs associated with the services of the Borough. Mr. Stoudt seconded this motion. The motion passed unanimously.

Res. 5-2022: Ms. Lorah made a motion to adopt Resolution 5-2022, which sets fees for 2022 pursuant to the International Property Maintenance Code adopted as the Borough Property Maintenance Code. Mrs. Stoudt seconded this motion. The motion passed unanimously.

Res. 6-2022: Mr. Stoudt made a motion to adopt Resolution 6-2022, which designates depositories for the Borough of Topton's funds for 2022. I further move to authorize the President of Council, the Vice President of Council, the Borough Manager, and the Borough Secretary to co-sign checks drawn on Borough funds. Ms. Cook seconded this motion. The motion passed unanimously.

Res. 7-2022: Mrs. Stoudt made a motion to appoint Stacy C. Milo, Borough Manager, as Chief Administrative Officer of the Employee Pension Fund. Ms. Falcone seconded this motion. The motion passed unanimously.

Res. 8-2022: Mr. Stoudt made a motion to appoint Stacy C. Milo as Borough Treasurer. Mrs. Stoudt seconded this motion. The motion passed unanimously.

Res. 9-2022: Ms. Lorah made a motion to appoint Stacy C. Milo as Borough Manager for 2022. Ms. Falcone seconded this motion. The motion passed unanimously.

Res. 10-2022: Mrs. Stoudt made a motion to appoint Barry Isett & Associates, Inc. as the zoning officer for the Borough of Topton. Ms. Lorah seconded this motion. The motion passed unanimously.

Res. 11-2022: Ms. Lorah made a motion to re-affirm the appointment of Rosemary LaMaestra as the primary delegate and Nicole DelGuerico as the alternate delegate on the Berks County Tax Collection Committee Executive Committee. Ms. Falcone seconded this motion. The motion passed unanimously.

Res. 12-2022: Ms. Lorah made a motion to appoint Stacy C. Milo as Borough Secretary/Recycling Coordinator/Open Records Officer. Ms. Cook seconded this motion. The motion passed unanimously.

Res. 13-2022: Ms. Lorah made a motion to approve compensation at the mileage rate established by the Internal Revenue Service, which was 58.5 cents per mile as of January 2022, to employees and Council, who are required to use their personal vehicles for Borough business. Mrs. Stoudt seconded this motion. The motion passed unanimously.

Res. 14-2022: Ms. Cook made a motion to re-affirm Michael Garl and Stuart Chalmers as members of the Zoning Hearing Board. Ms. Falcone seconded this motion. The motion passed unanimously.

Res. 15-2022: Ms. Lorah made a motion to appoint Stacy C. Milo as Open Records Officer. Ms. Cook seconded this motion. The motion passed unanimously.

Topton Borough Preservation Board Appointment: Ms. Lorah made a motion to appoint Council Member Cook to the Topton Borough Preservation Board for 2022. Mrs. Stoudt seconded this motion. The motion passed unanimously.

Topton Community Ambulance Board Appointment: Ms. Lorah made a motion to appoint Monica Kunkel as the Borough Designee to the Topton Community Ambulance Board for 2022. Ms. Cook seconded this motion. The motion passed unanimously.

Municipal Authority Appointment: Mrs. Stoudt made a motion to re-appoint Thomas Reppert to the Borough of Topton Municipal Authority with a five year term ending on 1/1/2027. Mr. Stoudt seconded this motion. The motion passed unanimously.

Planning Commission Appointment: Ms. Lorah made a motion to appoint Daniel J. Schlegel to a term ending on 1/1/2025. Mrs. Stoudt seconded this motion. The motion passed unanimously.

Borough Council Vacancy: Mr. Bower explained that Council will appoint a Council Member on January 10, 2022 following public interviews during the regularly scheduled Council meeting pending the expiration of Mr. Talotta's deadline to be sworn in.

Ms. Lorah suggested that newly elected council members utilize the magazine published by PSAB. Ms. London suggested that newly elected council members additionally consider attending training for officials offered locally by the Center for Excellence in Local Government at Albright College.

Mr. Bower read a card that Council received from Mrs. Nancy Heffner to thank the Borough and Council.

Mr. Bower thanked everyone for their support.

Ms. Falcone thanked Mr. Polinsky, Mrs. Moll and Ms. Kunkel for their work and service. Ms. Cook reiterated Ms. Falcone's sentiments.

ADJOURNMENT

Council adjourned at 7:26PM on a motion by Ms. Lorah, seconded by Ms. Falcone.

The January regular Borough Council meeting will be held on January 10th, 2022, at 7:00PM.

Stacy C. Milo
Borough Secretary