

Brecknock Township Board of Supervisors
Minutes for Reorganization and Regular Meeting – January 5, 2026

Attendance: Supervisors Jeff Fiant, Ron McClure, and Jason Coyle, Township Engineer John Weber, Secretary-Treasurer Sheila McCune, Police Chief Erik Grunzig, Fire Chief Joel Lutz, Road Crew Member Noah Weber and several township residents were in attendance.

The Reorganization meeting was called to order at 7:00 pm, by temporary Chairman Jeffrey Fiant. Reorganization of the Board and Township Staff was then conducted.

1. Election of Chairman: Ron McClure nominated Jeff Fiant as Chairman, seconded by Jason Coyle, with no other nominations; Jeff Fiant was elected unanimously as Chairman.
2. Election of Vice Chairman: Motion by Jeff Fiant, seconded by Jason Coyle, to nominate Ron McClure as Vice Chairman. Approved unanimously.
3. Appointment of Supervisor as EMS Liaison: Motion by Jason Coyle, seconded by Jeff Fiant, to appoint Ron McClure as the Emergency Services Liaison. Approved unanimously.
4. Appointment of State Conference Delegate: Motion by Ron McClure, seconded by Jeff Fiant to appoint Jason Coyle as the Township's voting delegate to the PSATS State Convention. Approved unanimously.
5. Permission for Supervisors to Work on Roads: Motion by Jeff Fiant, seconded by Ron McClure, to permit the Township Supervisors to work on roads if needed in emergency situations. Approved unanimously.
6. Appointment of Vacancy Board Chairman: Motion by Jeff Fiant, seconded by Ron McClure, to appoint Mark Weber as the Vacancy Board Chairman. Approved unanimously.
7. Appointment of Secretary-Treasurer: Motion by Jason Coyle, seconded by Jeff Fiant, to appoint Sheila McCune as the Secretary Treasurer. Approved unanimously.
8. Appointment of Personnel: Motion by Jason Coyle, seconded by Jeff Fiant, to adopt Attachment #1 which appoints all Township staff members. Approved unanimously.
9. Treasurers Bond: Motion by Ron McClure, seconded by Jeff Fiant, to set the Treasurers Bond at 2,300,000 via Travelers Casualty & Surety Co. for 2025. Approved unanimously.
10. Appointment of Solicitor: Motion by Ron McClure, seconded by Jason Coyle to appoint Hartman, Valeriano, Magovern & Lutz, P.C. as the Township Solicitors. Approved unanimously.

11. Appoint Township Engineer: Motion by Jason Coyle, seconded by Ron McClure, to appoint LTL Consultants, Ltd. as the Township Engineer. Approved unanimously.
12. Appointment of SEO and alternate SEO: LTL Consultants; Motion by Jason Coyle, seconded by Ron McClure, to appoint LTL Consultants, Ltd. as the Township SEO and alternate SEO. Approved unanimously.
13. Designation of Banking Institution: Motion made by Jeff Fiant, seconded by Ron McClure to designate Tompkins VIST Bank and PLGIT as depository banking institutions. Approved unanimously.
14. Designation of Signatories: Motion made by Ron McClure, seconded by Jeff Fiant to designate Chairman of the Board of Supervisors, Township Treasurer / Secretary, and Township Assistant Secretary as signatories, at least one signature must be the Chairman of the Board. Approved unanimously.
15. Appoint Township Auditor/CPA: Motion by Jeff Fiant, seconded by Ron McClure, to appoint Cherry Bekaert f/k/a/ Herbein + Company Inc. at a cost of \$11,000, **Resolution #2026-1**, approved unanimously.
16. & 17. Appointment of Zoning Officer/Residential & Commercial Building Code Official: Motions by Jason Coyle, seconded by Ron McClure, to appoint LTL Consultants, Ltd. as the Zoning Officer, Residential, and Commercial Buildings Codes Official. Approved unanimously.
18. Appointment of Supervisor Ron McClure as Emergency Manager Coordinator: Motion by Jeff Fiant, seconded by Jason Coyle, to appoint Ron McClure as the Emergency Management Coordinator with \$2,000/year stipend to be paid quarterly and all related training and expenses are to be compensated by the Township. Approved unanimously.
19. Reappointment of Planning Commission Members: Reappoint of Eli Martin for 4-year term to 2029. Motion by Ron McClure, seconded by Jason Coyle, unanimously approved.
20. Reappointment of Zoning Hearing Board Member: Reappoint Michael Beiber for 3-year term, commencing January 5th, 2025, through 2028. **Resolution #2026-2**, Motion by Jason Coyle, seconded by Ron McClure, unanimously approved.
21. Designation of Amusement Tax Collector: Motion by Jeff Fiant, seconded by Ron McClure to designate Brecknock Township as the collector of Amusement Taxes. Approved unanimously.
22. Designation of Earned Income Tax Collector: Motion by Jeff Fiant, seconded by Ron McClure, to designate the Berks Earned Income Tax Bureau as the collector of Earned Income Taxes. Approved unanimously.

23. 2026 Engineering Fee Schedule Resolution: Motion by Ron McClure, seconded by Jason Coyle, to adopt the 2026 Engineering Fee Schedule **Resolution #2026-3**. Approved unanimously.
24. Fee Schedule Resolution for Sewage Enforcement Officer and Alternate SEO: Motion by Ron McClure, seconded by Jason Coyle, to adopt the unchanged 2026 SEO, **Resolution #2026-4**. Approved unanimously.
25. Recognition of Fire Company and Approval for Fundraising: Motion by Jeff Fiant, seconded by Ron McClure, to recognize Brecknock Fire Company as the official fire company for the Township and to authorize their ability to engage in fund-raising activities, pursuant to **Resolution #2026-5**. Approved unanimously.
26. Destruction of Records: Motion by Jason Coyle, seconded by Ron McClure, to authorize the township staff to destroy records pursuant to **Resolution #2026-6**. Approved unanimously.
27. Fee Schedule Resolution: Motion by Jason Coyle, seconded by Jeff Fiant, to adopt the 2026 Fee Schedule **Resolution #2026-7**. Approved unanimously.
28. Set Mileage Reimbursement Rate: Motion by Ron McClure, seconded by Jason Coyle, to set the 2026 standard mileage rate for reimbursement at \$0.70 cents per mile based on Federal rate. Approved Unanimously.
29. Percentage Increase of Pay Rates: Currently in contract negotiations with Police Depart.
30. Approval of Employee Benefits, Holidays, & Time-off Schedules: Motion by Jason Coyle, seconded by Ron McClure, to maintain the prior year's paid holidays (attachment) and vacation amounts for all employees, and to maintain the current overtime pay rates. Approved unanimously.
31. Payment of Bills Prior To Board Approval: Motion by Jeff Fiant, seconded by Ron McClure, to permit the Township Treasurer / Secretary to, "pay bills with discount to be paid when received and bills due before next meeting that will incur a late fee to be paid when received." Approved unanimously.

Adjournment: No other re-organization business was called for, so the 2026 Reorganization Meeting concluded at 7:14pm.

Brecknock Township Board of Supervisors
Minutes of Regular Meeting – January 5, 2026

Call to Order: The regular meeting was called to order at 7:15 pm by Chairman Jeffrey Fiant, followed by a pledge to the flag.

Public Comment: None.

Minutes: Motion by Ron McClure, seconded by Jason Coyle, to approve the minutes for the December 18, 2025, End-of-year, Board of Supervisors meeting. Approved unanimously.

Treasurer's Report: The year-end Treasurer's report dated December 18, 2025, as well as payment of all bills and payrolls were unanimously approved with a motion by Ron McClure and seconded by Jason Coyle.

Action on Bill List: Motion by Ron McClure, seconded by Jason Coyle to approve the January 2026, Bill List. Approved unanimously.

Unfinished Business- New Maintenance Building: Chairman Jeff Fiant discussed an electrical change order at a cost of \$1,428.00, change order unanimously approved on motion made by Vice Chairman Ron McClure, seconded by Supervisor Jason Coyle.

Other Unfinished Business: None

EMC Reports: Reports were reviewed, December 2025: Police - 150 calls.

Other New Business: Chairman Fiant stated that the bid opening for the 2026 Intermunicipal Road Projects would be held at Robeson Township on Wednesday, January 7th, 2026.

A resident inquired if the board had the opportunity to reach out to the new owners of Maple Grove. Chairman Fiant plans to contact them once the sale has gone through the County. Discussion regarding events the new owners intend to have and will the programs be the same as previously. Fire Chief Joel Lutz said the schedule is posted on the website and the events were all the same except the national event was not listed. A resident commented on the lantern festival with concerns and suggested adopting NFPA with input from the fire department.

Adjournment: Motion to adjourn at 7:33pm was unanimously approved on a motion by Jason Coyle, seconded by Ron McClure.

Respectfully Submitted,

Sheila McCune
Treasurer / Secretary

Attachment No. 1 - Reorganization Meeting Agenda 2026

Appointment of Personnel

Office of Appointment	Appointee
Township Treasurer / Secretary	Sheila McCune
Township Assistant Secretary	Dorothy Martin
Chief of Police	Erik Grunzig
Police Sergeant	Michael Martin
Full-Time Patrolman	Nicholas Concordia, Keely Johnston, and Dale Winchester
Part-Time Patrolman	Thomas Brecker, Jeb Cooper, Derron Mandel, Nicholas Nachurski, Todd Peterson, William Roecker, Jason Rimby, and Duane Witman
Roadmaster	Charles Keifer
Full-Time Road Crew Member	Charles Keifer, Jon Murphy, Noah Weber
Seasonal Winter Road Crew Member	Leon Lauver
Occupancy Officer	James Franey

Non-Uniform Township Holiday Dates 2026

New Years Day – Thursday, January 1
Good Friday – Friday, April 3
Memorial Day – Monday, May 25
Independence Day – Friday, July 3
Labor Day – Monday, September 7
November Election Day – Tuesday, November 3
Thanksgiving Day – Thursday, November 26
Christmas Day – Friday, December 25
Employee Birthday

New Years Day – Friday, January 1, 2027