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**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS MEETING MINUTES**  
**40 Lloyd Avenue, Suite 208, Malvern, Pennsylvania**  
**February 13, 2012 at 7:30 PM**

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:30 PM. Chairman Norman S. MacQueen, Vice-Chairman William R. Shoemaker and Supervisor Robert T. Lange were present. Also present were Interim Manager David R. Burman and Chief of Police John Narcise.

**Pledge of Allegiance to the Flag and Moment of Silence for Military Personnel**

Mr. MacQueen led in the Pledge of Allegiance to the Flag, followed by a moment of silence for our troops.

**Special Items**

**Treasurer's Report**

No report at this time.

**Announcements**

Mr. MacQueen announced that the Zoning Hearing Board is scheduled to meet on the following:

- Tuesday, February 28, 2012 at 9:00 AM for the continued hearing on the Greater Chester Valley Soccer Association application for a Special Exception.
- Wednesday, February 29, 2012 at 8:00 PM for the continued hearing on the Main Line Gardens appeal of an Enforcement Notice.

**Unfinished Business**

None.

**New Business**

Mr. Shoemaker moved to approve the minutes of the Supervisors' Meeting and Work Session held January 23, 2012. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to approve the Lists of Checks and Interfund Transfers dated February 13, 2012. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to approve the Supplemental List of Procurement Card Purchases for December 2011. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to appoint interim Manager David R. Burman to the position of Township Manager. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to appoint Tracy Stairs to the position of Assistant Township Secretary. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to approve the amendment to the Planning Module for the Devon Road Project. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

**Citizens' Comments**

None

**Next Meeting**

Mr. MacQueen announced that the next meeting would be Monday, February 27, 2012.

- Work Session – 6:30 PM
- Regular Meeting – 7:30 PM

All meetings are open to the General Public.

**Adjournment**

Mr. Shoemaker moved to adjourn. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Respectfully Submitted,



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David R. Burman  
Secretary