

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS  
688 SUGARTOWN ROAD, MALVERN, PA  
MONDAY, JANUARY 3<sup>rd</sup>, 2022 AT 7:00 PM**

**ANNUAL REORGANIZATION MEETING AGENDA**

**A. Call to Order**

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

**C. Administration of Oaths of Office of Newly Elected Officials by District Justice Mackenzie W. Smith**

1. William R. Shoemaker, Willistown Township Supervisor
2. Molly H.B. Perrin, Willistown Township Supervisor
3. George J. McHugh, IV, Elected Auditor of Willistown Township
4. Shira L. Barkon, Willistown Township Tax Collector

**D. Organization of the Board of Supervisors - *Public Comment Before Voting***

1. Motion to Appoint a Supervisor as Temporary Chairman for Reorganization
2. Motion to Appoint Chairman for calendar year 2022
3. Motion to Appoint Vice-Chairman for calendar year 2022

**E. Motion to Appoint Township Officials- *Public Comment Before Voting***

- **Township Manager & Secretary:** Sally Slook
- **Chief of Police:** Robert P. Klinger
- **Treasurer & Finance Director:** Martin F. McKenzie
- **Public Works Director:** William R. Hagan
- **Sewer Department Manager:** William R. Hagan
- **Roadmaster:** James S. Stairs
- **Parks & Recreation Director:** Mary N. Hundt
- **Zoning Officer & Subdivision Officer:** Robert D. Smiley
- **Building Code Official & Deputy Zoning Officer:** Edward J. Tiernan
- **Township Engineer:** Michael R. Conrad, P.E., Yerkes Associates
- **Sanitary Sewer Engineer:** William N. Malin, P.E., Carroll Engineering Corp.
- **Traffic Engineer:** Michael W. Schneider, P.E. Pennoni
- **Township Solicitor:** William R. Christman, Esq., Lamb McErlane, PC
- **Zoning Hearing Board Solicitor:** Stacey L. Fuller, Esq., Gawthrop Greenwood, PC
- **Open Records Officer:** Jennifer P. Jacobs
- **Representative to Valley Forge Sewer Authority:** Sally Slook

**F. Motion to Appoint Township Boards and Commissions- *Public Comment Before Voting***

- **Planning Commission:** Frank Houser (4 years)
- **Historical Commission** Marie Quinn Johnson (5 years)
- **Park & Recreation Board:** Kenneth Lehr (5 years)
- **Environmental Sustainability Commission:** Susan Vogel (2 years)
- **Environmental Sustainability Commission:** Bruce Hartlein (2 years)

- **Environmental Sustainability Commission:** Mark Bem (2 years)
- **Open Space Review Board:** Ted Leisenring (5 years)
- **Open Space Review Board:** Mike Devine (5 years)
- **Land Conservancy Authority Board:** Ted Leisenring (5 years)
- **Malvern Library Board** Carol Guest (3 years)
- **Bartram Bridge Joint Preservation Board:** Eric Gerst (2 years)
- **Bartram Bridge Joint Preservation Board:** Bart Van Valkenburgh (2 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** Mike Devine (3 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** Steve Jones (3 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** Martin McKenzie (3 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** Robert Klinger (3 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** William Shoemaker (3 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** Sally Slook (3 years)
- **Police Pension Plan & OPEB Trust Fund Advisory Board:** Andy Wahn (3 years)

**G. Unfinished Business**

**H. New Business - *Public Comment Before Voting on Each Item***

1. Motion to Approve of Minutes of Regular Meeting of December 13, 2021
2. Motion to Approve List of Expenditures and Interfund Transfers Dated December 29, 2021
3. Motion to Approve Resolution 1 of 2022 – Designation of Depositories for Township Funds (TD Bank, Meridian, Santander, US Bank)
4. Motion to Approve Resolution 2 of 2022 – Update Fee Schedule and Fees for Township Consultants
5. Motion to Approve Resolution 3 of 2022 – Invoices and Disbursements Between Meetings
6. Motion to Approve Resolution 4 of 2022 – Appointment to the Zoning Hearing Board
7. Motion to Approve Resolution 5 of 2022 – Designation of Emergency Service Providers
8. Motion to Approve Appointment of Delegates to PSATS Conference:
  - Delegate Sally Slook
  - Delegate Martin F. McKenzie
  - Voting Delegate William R. Shoemaker
9. Motion to Approve Treasurer’s Bond for Finance Director in the Amount of \$3,000,000
10. Motion to Approve Township Manager’s Bond in the Amount of \$3,000,000
11. Motion to Waive Supervisors’ Compensation for 2022
12. Motion to appoint Phillip Foret to the Planning Commission for the remainder of Supervisor Perrin’s term ending 12/31/2023

**I. Citizens’ Comments**

**J. Next Meeting - All Meetings Are Open to the General Public**

Monday, January 10<sup>th</sup>, 2022 at 7:00 PM at the Township Building and via Zoom.

**K. Adjournment**