

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 SUGARTOWN ROAD, MALVERN, PA, AND VIA ZOOM
JANUARY 3, 2022, AT 7:00 PM**

The Annual Reorganization Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors Robert T. Lange, Molly H.B. Perrin, and William R. Shoemaker were present. Also present were Township Manager Sally Slook, Police Chief Robert Klinger, and Solicitor Bill Christman.

Chief Klinger led the Pledge of Allegiance and a moment of silence for military personnel, first responders, and all front-line workers in the current pandemic.

Administration of the Oaths of Office for Newly Elected and Reelected 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, Willistown Township Auditor
4. Shira L. Barkon, Willistown Township Tax Collector

Organization of Board of Supervisors

Supervisor Perrin nominated Supervisor Lange as Temporary Chair for the purpose of electing a Chair and Vice Chair for the calendar year 2022. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Supervisor Perrin nominated Supervisor Shoemaker for the position of Chair for the calendar year 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Supervisor Perrin nominated Supervisor Lange for the position of Vice Chair for the calendar year 2022. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Appointment of Township Officials

Supervisor Shoemaker asked for a motion to appoint the Township Officials listed below.

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| • 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

Supervisor Perrin moved to appoint the aforementioned Township Officials. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Appointment of Members to Township Boards and Commissions

Supervisor Shoemaker asked for a motion to appoint the Members listed below to respective Boards and Commissions.

- Planning Commission: Frank Houder (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)

Supervisor Perrin moved to appoint the aforementioned Members. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

New Business

Minutes - Supervisor Perrin moved to approve the minutes of the meeting of December 13, 2021. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Expenditures - Supervisor Perrin moved to approve the list of expenditures and interfund transfers dated December 29, 2021. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Resolution 1-2022 – A Resolution for Designation of Depositories for Township Funds (TD Bank, Meridian, Santander, US Bank). Supervisor Perrin moved to approve Resolution 1 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Resolution 2-2022 – A Resolution for the Updated Fee Schedule and Fees for Township Consultants. Supervisor Perrin moved to approve Resolution 2 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Resolution 3-2022 – A Resolution for the Invoices and Disbursements Between Meetings. Supervisor Perrin moved to approve Resolution 3 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Resolution 4 - 2022 – A Resolution for the Reappointment to the Zoning Hearing Board. Township Manager Sally Slook stated the Reappointment is for Robert. A DeLuca. Supervisor Perrin moved to approve Resolution 4 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Resolution 5 -2022 - A Resolution appointing the Designation of Emergency Service Providers. Supervisor Shoemaker stated this resolution designates which fire company and ambulances cover specific areas of the Township. This resolution has not changed since last year; the resolution must be passed every year. Supervisor Perrin moved to approve Resolution 5 of 2022. Supervisor Lange seconded the motion. There were no further comments from the Board or the public, and the motion carried by a vote of 3-0.

Motion to Approve Appointment of Delegates to PSATS Conference: Supervisor Perrin moved to appoint Delegates Sally Slook and Martin F. McKenzie and Voting Delegate William Shoemaker. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Motion to Approve Treasurer's Bond for Finance Director in the Amount of \$3,000,000: Supervisor Perrin moved to approve the bond. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Motion to Approve Township Manager's Bond in the Amount of \$3,000,000: Supervisor Perrin moved to approve the bond. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Motion to Waive Supervisors' Compensation for 2022 - Supervisor Shoemaker moved to waive compensation for himself and Supervisor Lange. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Appointment to Planning Commission – Supervisor Lange moved to appoint Phillip Foret to the Planning Commission to fill out the remainder of the term of Supervisor Perrin. The term will expire 12/31/23. Supervisor Perrin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Citizens Comments

Bob Swift, 13 Devon Road, commented he had sent Supervisor Shoemaker an email in the fall asking the Board to defer the sewer sale for three years. Supervisor Shoemaker commented under the current Asset Purchase Agreement; the Township can't halt or stop the sale. Residents who oppose the sale can write a letter to the Public Utilities Commission. Discussion ensued. Mr. Swift also asked if the Township would intervene as a party at the PUC hearing. Supervisor Shoemaker said the Township would only do what is outlined in the Asset Purchase Agreement.

Ted Leisenring, 2575 Whitehorse Road, thanked Supervisors Lange and Shoemaker for a job well done over the years and welcomed Supervisor Perrin.

Stephen Glunk, 209 Spring Road, asked if all Supervisors waived compensation. Supervisor Shoemaker replied only 2 Supervisors did so.

Supervisor Lange wished everyone a Happy New Year. He thanked former Supervisor McHugh for his dedication to his role the last six months and welcomed Supervisor Perrin.

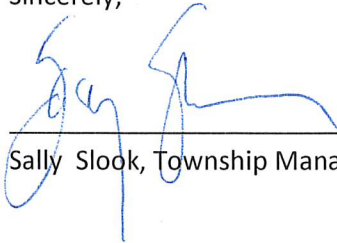
Next Meeting

The next meeting of the Board of Supervisors is scheduled for Monday, January 10, 2022, at 7:00 PM at the Township Building and via Zoom.

Adjournment

Seeing no further business, the meeting adjourned.

Sincerely,



Sally Slook, Township Manager