

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 SUGARTOWN ROAD, MALVERN, PA
TUESDAY, JANUARY 3rd, 2023 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. Organization of the Board of Supervisors - *Public Comment Before Voting*

1. Motion to Appoint a Supervisor as Temporary Chair for Reorganization
2. Motion to Appoint Chair for calendar year 2023
3. Motion to Appoint Vice-Chair for calendar year 2023

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

- **Township Manager & Secretary:** Shanna P. Lodge
- **Chief of Police:** Robert P. Klinger
- **Treasurer & Finance Director** Martin F. McKenzie
- **Public Works Director & Sewer Department Manager:** William R. Hagan
- **Roadmaster:** James S. Stairs
- **Assistant Roadmaster:** Steven Jameison
- **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 & Assistant Township Secretary:** Jennifer P. Jacobs
- **Representative to Valley Forge Sewer Authority:** Shanna P. Lodge

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

- **Planning Commission:** Cathy Rubenstone (4 years)
- **Planning Commission** Dave Watt (4 years)
- **Historical Commission:** Greg Prichard (5 years)
- **Environmental Sustainability Commission:** Ken Lehr (2 years)
- **Environmental Sustainability Commission:** Jeff Richards (2 years)
- **Environmental Sustainability Commission:** Karl Malessa (2 years)
- **Open Space Review Board:** Erik Hetzel (5 years)
- **Land Conservancy Authority Board:** George J. McHugh, IV (5 years)
- **UCC Board of Appeals:** Dennis Howell 5 years)
- **UCC Board of Appeals:** Mario Quattrochi (5 years)

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

1. Motion to Approve of Minutes of Regular Meeting of December 12, 2022
2. Motion to Approve List of Expenditures and Interfund Transfers Dated December 29, 2022
3. Motion to Approve Resolution 1 of 2023 – Designation of Depositories for Township Funds (TD Bank, Meridian, Santander, US Bank, PLGIT)
4. Motion to Approve Resolution 2 of 2023 – Update Fee Schedule and Fees for Township Consultants
5. Motion to Approve Resolution 3 of 2023 – Invoices and Disbursements Between Meetings
6. Motion to Approve Resolution 4 of 2023 – Reappointment of Donald A. Mancini to the Zoning Hearing Board
7. Motion to Approve Resolution 5 of 2023 – Designation of Emergency Service Providers
8. Motion to Approve Resolution 6 of 2023 – Appointing a CPA Firm to Replace the Township Auditors
9. Motion to Approve Appointment of Delegates to PSATS Conference:

Delegate	Shanna P. Lodge
Delegate	Martin F. McKenzie
Voting Delegate	William R. Shoemaker
10. Motion to Approve Treasurer’s Bond for Finance Director in the amount of \$3,000,000
11. Motion to Approve Township Manager’s Bond in the amount of \$3,000,000
12. Motion to Waive Supervisors’ Compensation for 2023
13. Authorization of purchase of sewer pump replacement at Dovecote Sewer Pump Station in the amount of \$13,643.00
14. Authorization of Escrow Release Request No. 12 for Willistown Point in the amount of \$75,445.53

G. Citizens’ Comments

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

Monday, January 23rd, 2023 at 7:00 PM at the Township Building and via Zoom.

I. Adjournment

Sewer Sale Status: There is **no scheduled vote and no scheduled discussion** for this meeting. Visit willistown.pa.us/sewersale to learn more and sign up for updates.