

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
Annual Organization Meeting Agenda
Sugartown Elementary School
January 6, 2014 at 6:30 PM

1. Call to Order
2. Pledge of Allegiance to the Flag and Moment of Silence for Military Personnel
3. Organization of the Board of Supervisors *Public Comment Before Voting*
 - a. Motion to appoint Temporary Chairman and Secretary for the purpose of electing Chairman and Vice-Chairman for calendar year 2014
 - b. Nomination and motion to appoint Chairman for calendar year 2014
 - c. Nomination and motion to appoint Vice-Chairman for calendar year 2014
4. Motion to Accept Resignation of Supervisor Norman MacQueen dated December 31, 2013
The Supervisors may appoint a successor within 30-days, pursuant to Section 407 of the Second Class Township Code.
5. Motion to Accept Resignation of Tax Collector Charles B. Guernsey dated December 24, 2013
The Supervisors may appoint a successor within 30-days, pursuant to Section 407 of the Second Class Township Code.
6. Motion to Appoint Township Officials *Public Comment Before Voting*
 - Township Manager and Secretary: David R. Burman
 - Chief of Police: John M. Narcise
 - Secretary: David R. Burman
 - Treasurer and Finance Director: Martin F. McKenzie
 - Public Works Director: William R. Hagan
 - Roadmaster: James S. Stairs
 - Parks & Recreation Director: Mary H. McLoughlin
 - Zoning Officer: Robert F. Loeper, Jr., Keystone Municipal Services
 - Subdivision Officer: Robert F. Loeper, Jr., Keystone Municipal Services
 - Deputy Zoning Officer: Edward J. Tiernan
 - Building Code Official: Edward J. Tiernan
 - Township Engineer: Michael R. Conrad, P.E., Yerkes Associates
 - Sanitary Sewer Engineer: William N. Malin, P.E., Carroll Engineering Corp.
 - Township Solicitor: Vincent M. Pompo, Esq., Lamb McErlane, PC
 - Zoning Hearing Board Solicitor: Robert F. Adams, Esq., Gawthrop Greenwood, PC
 - Representative to VFSA: David R. Burman
7. Motion to Appoint Township Boards and Commissions *Public Comment Before Voting*
 - Zoning Hearing Board: Donald Mancini (3 years)
 - Planning Commission: Frank Houder (4 years)
 - Planning Commission: Rita Reves (4 years)
 - Historic Commission: Penny Goulding (5 years)
 - Park & Recreation Board: George McHugh (5 years)
 - Park & Recreation Board: Andrew Vaskas (5 years)
 - Recycling Commission: Jim Tate (2 years)
 - Recycling Commission: Ken Lehr (2 years)
 - Recycling Commission: Brian St. Clair (2 years)
 - UCC Board of Appeals: Jerome Keough (5 years)
 - UCC Board of Appeals: Dennis Howell (4 years remaining in unexpired term)
 - Open Space Review Board: Brookings Gardner (5 years)
 - Land Conservancy Authority: William Shoemaker (5 years)

- **Malvern Library Board:** Margaret Kacergis (3 years)
- **Paoli Library Board:** Kimberly McDonnell (3 years)
- **Paoli Library Board:** Johanna Pauciulo (1 year remaining in unexpired term)
- **Bartram’s Bridge Preservation Board:** Eric Gerst (2 years)
- **Bartram’s Bridge Preservation Board:** Judy Radano (2 years)
- **Vacancy Board:** Tracey Ramondo (1 year)

8. Treasurer’s Report

9. Announcements

The Board of Supervisors met in Executive Session on December 18, 2013 to discuss personnel matters.

The Board of Supervisors will hold a public hearing on Tuesday, January 21, 2014 at 7:00 PM to consider the Conditional Use Application in which the Norbertine Fathers (Daylesford Abbey) seek to modify Condition Number 8 of the Board’s Decision dated December 17, 2007 concerning the construction of a public recreation trail. The hearing will take place during the regular meeting on Tuesday, January 21, 2014 at 7:00 PM at the Sugartown Elementary School.

10. Unfinished Business

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

- a. Minutes of Board of Supervisors Work Session and Meeting dated December 16, 2013
- b. List of Checks and Interfund Transfers dated January 6, 2014
- c. List of Procurement Card Purchases for November 2013
- d. Resolution 1 of 2014 – Designation of Depository (TD Bank)
- e. Resolution 2 of 2014 – Meridian Bank
- f. Resolution 3 of 2014 – Establishing Public Safety Areas (No Change From Prior Year)
- g. Resolution 4 of 2014 – Appointing the Firm of Smart Devine (formerly Hanna McGlone PC) to Replace the Elected Auditors for the December 31, 2013 Audit
- h. Resolution 5 of 2014 – Act 537 Revision – Horseshoe Lane Sewer Extension
- i. Resolution 6 of 2014 – Act 537 Revision – East King Street and Tandler Lane Sewer Extension
- j. Appointment of Delegates to PSATS Conference:
 - Delegate - Martin F. McKenzie
 - Voting Delegate - David R. Burman
- k. Approval of Treasurer’s Bond in the Amount of \$3,000,000
- l. Approval of Township Manager’s Bond in the Amount of \$150,000

12. Citizens’ Comments

13. Next Meeting

Tuesday, January 21, 2014 at 7:00 PM at Sugartown Elementary School

All Meetings Are Open to the General Public

14. Adjournment