

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 Sugartown Road, Malvern, PA
Annual Organization Meeting Agenda
January 4, 2016 at 6:30 PM

District Justice Thomas Tartaglio will administer the oaths of Office for newly reelected officials at 6:15 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 a Supervisor as Temporary Chairman for Reorganization
 - b. Motion to appoint Chairman for calendar year 2016
 - c. Motion to appoint Vice-Chairman for calendar year 2016

4. Motion to Appoint Township Officials *Public Comment Before Voting*

- Township Manager and Secretary: David R. Burman
- Chief of Police: John M. Narcise
- Treasurer and 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 H. McLoughlin
- Zoning Officer and Subdivision Officer: Neil D. Vaughn
- Building Code Official and 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.
- Township Solicitor: Vincent M. Pompo, Esq., Lamb McErlane, PC
- Zoning Hearing Board Solicitor: Stacey L. Fuller, Esq., Gawthrop Greenwood, PC
- Open Records Officer: Shanna P. Lodge
- Deputy Open Records Officer: David R. Burman
- Representative to Valley Forge Sewer Authority: David R. Burman

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

- Zoning Hearing Board: Robert A. DeLuca (3 years)
- Planning Commission: Arthur E. Newbold (4 years)
- Planning Commission: William R. Shoemaker (4 years)
- Historic Commission: Terry C. Kile (5 years)
- Park & Recreation Board: Steven Eill (5 years)
- Recycling Commission: James Tate (2 years)
- Recycling Commission: Kenneth Lehr (2 years)
- Recycling Commission: Brian St. Clair (2 years)
- UCC Board of Appeals: Gerald Bucaccio (5 years)
- UCC Board of Appeals: Frank W. Houder (5 years)
- Open Space Review Board: Jeannette Lindvig (5 years)
- Land Conservancy Authority: Mary N. Hundt (5 years)
- Bartram Bridge Commission: Eric D. Gerst (2 years)
- Bartram Bridge Commission: Judith Radano (2 years)
- Vacancy Board: Rita Reves (1 year)

6. Motion to Recommend New Emergency Management Coordinator

Recommendation of Martin F. McKenzie as Municipal Emergency Management Coordinator, subject to approval of Chester County EMC, PEMA and the Governor of the Commonwealth of Pennsylvania

7. Announcements

The Board of Supervisors met in Executive Session on December 21, 2015 to discuss personnel matters.

8. Unfinished Business

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

- a. Minutes of Board of Supervisors and Meeting dated December 21, 2015
- b. Disbursements and Interfund Transfers dated January 4, 2016
- c. Resolution 1 of 2016 – Designation of Depository (TD Bank)
- d. Resolution 2 of 2016 – Designation of Depository (Meridian Bank)
- e. Resolution 3 of 2016 – Establishing Public Safety Areas (for police, fire and ambulance service)
- f. Resolution 4 of 2016 – Setting Fees for Township Engineers, Consultants and Solicitor
- g. Appointment of Delegates to PSATS Conference:
 - Delegate - Martin F. McKenzie
 - Delegate - George J. McHugh, IV
 - Delegate Neil D. Vaughn
 - Delegate Shanna D. Lodge
 - Voting Delegate David R. Burman
- h. Approval of Treasurer’s Bond in the Amount of \$3,000,000
- i. Approval of Township Manager’s Bond in the Amount of \$150,000
- j. Supervisors’ Waiver of Compensation for 2016
- k. Approval of 2016-2021 Collective Bargaining Agreement with the Willistown Police Association

10. Public Hearing

Ordinance 1 of 2016 - An Ordinance of Willistown Township, Chester County, Pennsylvania amending and re-adopting the Official Map of Willistown Township.

11. Citizens’ Comments

12. Next Meeting

Monday, January 25, 2016 at 7:00 PM

All Meetings Are Open to the General Public

13. Adjournment