

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
655 Sugartown Road, Malvern, PA
Annual Organization Meeting Agenda
January 7, 2019 at 7:00 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 2019
 - c. Motion to appoint Vice-Chairman for calendar year 2019
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
 - Deputy Roadmaster: Steven Jameison
 - Parks & Recreation Director: Mary N. Hundt
 - Zoning Officer and Subdivision Officer: Daniel E. Malloy, P.E.
 - Building Code Official: Edward J. Tiernan
 - Deputy Zoning Officer: L. Caroline O'Connor
 - 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: Vincent M. Pompo, Esq., Lamb McErlane, PC
 - Zoning Hearing Board Solicitor: Stacey L. Fuller, Esq., Gawthrop Greenwood, PC
 - Open Records Officer: L. Caroline O'Connor
 - 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*

Tabled
6. Unfinished Business
7. New Business - *Public Comment Before Voting on Each Item*
 - a. Minutes of Board of Supervisors Regular Meeting dated December 17, 2018
 - b. Disbursements and Interfund Transfers dated January 7, 2019
 - c. Resolution 1 of 2019 – Designation of Depository (TD Bank)
 - d. Resolution 2 of 2019 – Establishing Public Safety Areas (for police, fire and ambulance service)
 - e. Resolution 3 of 2019 – Update Fee Schedule and Fees for Township Consultants
 - f. Resolution 4 of 2019 – Invoices and Disbursements Between Meetings
 - g. Resolution 5 of 2019 – Appointing a CPA Firm to Replace the Township Auditors

h. Appointment of Delegates to PSATS Conference:

Voting Delegate - Barbara L. Handelin
Delegate - Martin F. McKenzie
Delegate - L. Caroline O'Connor

i. Approval of Treasurer's Bond in the Amount of \$3,000,000

j. Approval of Township Manager's Bond in the Amount of \$150,000

k. Motion to Waive Supervisors' Compensation for 2019

l. Motion to Issue Decision & Order in the matter of Conditional Use Application No. C-4-18 – The Application of Deerfield Knoll HOA for conditional use approval to modify a condition of a previous Conditional Use Decision and Order dated September 24, 1985 (Application No. C-2-85) to eliminate the requirement that the HOA maintain an escrow account to secure the performance of certain maintenance obligations within the community.

8. Announcements

9. Citizens' Comments

10. Next Meeting

Monday, January 22, 2019 at 7:00 PM in the Municipal Meeting Room at 688 Sugartown Road.

All Meetings Are Open to the General Public

11. Adjournment