

**BOARD OF SUPERVISORS**  
**EAST WHITELAND TOWNSHIP**  
**2018 ORGANIZATIONAL MEETING**

**January 2, 2018 at 7:45 PM**

**AGENDA**

1. **Call to Order by Chairman *pro tem***  
Pledge of Allegiance
2. **Public Comment – General**
3. **Swearing in of Newly Elected Supervisor, Scott Lambert, by District Justice Analisa Sondergaard**
4. **Organizational Meeting**
  - **Board Appointments –Motion to appoint – William Holmes Acting as Chair Pro Tem**
    1. Chair of the Board
    2. Vice Chair of the Board
    3. Delegate(s) to State Convention “PSATS”
    4. Representative(s) to the East Whiteland Township Volunteer Fire Company
  - **Administrative Appointments**

Be it hereby resolved that the Board appoints the following individuals and/or firms to serve in the positions specified: (Resolution 1–2018)

    1. John Nagel, Township Manager & Treasurer
    2. William Steele, Public Works Director & Assistant Township Manager
    3. Gene Dooley, Chief of Police
    4. Cathy Kleponis, Finance Director and Assistant Township Treasurer
    5. Scott Greenly, Planning & Development and Deputy Zoning Officer
    6. Steve Brown, Director of Property & Recreation, Codes Enforcement Officer, Zoning Officer and Flood Plain Administrator
    7. Donna Wikert, Assistant to the Township Manager, Assistant Township Secretary & Open Records Officer
    8. Deputy Police Chief Chris Yeager, Open Records Officer for the Police Department
    9. Stephen Miller, Deputy Director of Codes & Life Safety for Codes Division and Assistant Fire Marshal
    10. Dan Kerrigan, Chief Fire Marshal and Building Code Official
    11. Matt Fink - Deputy Director of Codes & Life Safety for Fire & EMS Division
    12. Roseann McGrath, Township Human Resources Consultant
    13. Hamburg, Rubin Mullin Maxwell & Lupin, Township Solicitor
    14. ARRO Consulting, Township (Civil & Sewer) Engineer
    15. McMahon Associates, Township (Transportation) Engineer
    16. McMahon Associates, Township Interim Planner
    17. Land Concepts, Township Landscape Architect
    18. Campbell, Durrant Beatty Palombo & Miller, Township Labor Attorney
    19. Maillie, Township Certified Public Accountant Firm
    20. All Covered, Township IT Consultants
    21. Keystone Municipal Services, Building Review, Inspection Consultants
    22. Fronefield Crawford

- **Appointments to Boards and Commissions**  
Be it hereby resolved that the Board appoints the following individuals to serve on the following Boards and Commissions for the terms specified: (Resolution 2–2018)
  - a. Park and Recreation Board – Valeri Bocclair -5 year term
  - b. Planning Commission – Dante Bradley – 4 year term
  
- **Appointment of Emergency Services Providers**  
(Resolution 3 –2018)
- **Appointment of Local Services Tax Collector Keystone Collection Group**  
(Resolution 4–2018)
- **Appointment of Earned Income Tax Collector Keystone Collection Group**  
(Resolution 5–2018)
- **Appointment of Vacancy Board Member – Victoria Damiani**  
(Resolution 6–2018)
- **Establish the months during which the Township will accept roads for Dedication** (Resolution 7–2018)
- **Consider adoption of 2018 Fee Schedule** (Resolution 8-2018)
- **Appointment Of Alternate Delegate To Chester County Tax Collection- Cathy Kleponis**  
(Resolution 9-2018)
- **Naming Banks as Depositories for Township Funds:**
  1. Key Bank
  2. Meridian Bank
  3. WSFS
  4. STIFEL
- **Establish Amount of Surety Bond** for Treasurer \$3,000,000 and Assistant Treasurer at \$2,500,000.
- **Appointment of Authorized Drivers of Township Vehicles for 2018**
- **Approve Keystone Municipal Services Agreement with East Whiteland Township**
- **Conditional Job offers:**
  - Joseph E. Miles. Jr to the Assistant Police Secretary Full Time position in the Police Department
  
  - Robert Floyd to the Clerk of the Works Part Time position in Administration

**Establish 2018 Meeting Dates & Holiday Schedule**

1. The Board of Supervisors will meet at 7:00 p.m. on the second Wednesday of the month unless otherwise advertised.
2. The Environmental Advisory Council will meet at 7:00 p.m. on the first Thursday of the month unless otherwise advertised.
3. The Historical Commission will meet at 7:30 p.m. on the first Wednesday of the month unless otherwise advertised.
4. The Park and Recreation Board will meet at 7:00 p.m. on the fourth Tuesday of every month beginning with the January meeting.
5. The Planning Commission will meet at 7:30 p.m. on the fourth Wednesday of the month unless otherwise advertised. A public work session will be conducted between 7:00 and 7:30 p.m. prior to the regular meeting.
6. The Zoning Hearing Board will meet at 7:15 p.m. on the fourth Monday of the month unless otherwise advertised.
7. Pension Board Of Trustees – Quarterly 4<sup>th</sup> Wednesday - Feb-May-August-November 3:00pm

5. **Announcement**

- The Board of Supervisors will hold a Business meeting on Wednesday, January 10, 2018 at 7:00 p.m.

6. **Adjournment.**

DRAFT