

**BOARD OF SUPERVISORS
EAST WHITELAND TOWNSHIP
2018 ORGANIZATIONAL
January 2, 2018**

Township officials present were, William Holmes, Chair of the Board pro tem, Sue Drummond, Member, Scott Lambert, Member, John Nagel, Township Manager, John Walko, Solicitor, Donna Wikert, Township Secretary, Cathy Kleponis, Finance Director, William Steele, Assistant Township Manager, and Chris Yeager, Deputy Chief of Police.

The meeting was called to order by William Holmes, Chair pro tem at 7:45 p.m.

ORGANIZATIONAL MEETING

Everyone recited the Pledge of Allegiance.

Swearing in of Newly Elected Supervisor, Scott Lambert, by District Justice Analisa Sondergaard

Board Appointments

Mr. Holmes made a motion to nominate Ms. Drummond as Chair of the Board. Mr. Lambert seconded. The vote was unanimous. Ms. Drummond then took direction of the meeting.

Ms. Drummond made a motion to appoint Mr. Holmes as Vice Chairman of the Board. Mr. Lambert seconded the motion. The vote was unanimous.

Mr. Holmes made a motion to appoint Ms. Drummond as Delegate to the State Convention. Mr. Lambert seconded. The vote was unanimous.

Mr. Holmes made a motion to appoint Tony Izzi (12/18), Glen Cockerham (12/20), Rich Orlow – Alternant (12/18), and Jayson Dempsy (12/20) as representatives to the East Whiteland Volunteer Fire Company.

Ms. Drummond seconded and the vote was unanimous.

Administrative Appointments

Mr. Holmes made a motion to adopt Resolution No. 1-2018 appointing the following individuals to serve in the positions specified:

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 Inspector
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. Fronfield Crawford

Mr. Lambert seconded the motion and the vote was unanimous.

Appointment to Board and Commissions

Mr. Holmes made a motion to adopt Resolution No. 2-2018 appointing the named individuals to serve on the following Boards and Commissions for the terms specified.

- a. Park and Recreation Board – Valeri Bocclair -5 year term
- b. Planning Commission – Dante Bradley – 4 year term
- c. Reappointed Planning and Commission – Peter Fixler and Michael Chain to 4 year terms

Mr. Lambert seconded and the vote was unanimous.

Resolutions

Mr. Holmes made a motion to adopt Resolutions No. 3-2018 through Resolution No. 9- 2018 as follows:

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)

Mr. Lambert seconded and the vote was unanimous.

Mr. Holmes made a motion to approve the following:

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

Approve John Nagel as liaison to the Volunteer Firehouse

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

Mr. Lambert seconded and the vote was unanimous.

Establishment of 2018 Meeting Dates

Mr. Holmes made a motion that the 2018 meeting dates are as follows:

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 4th Wednesday - Feb-May-August-
November 3:00pm

Mr. Lambert seconded and the vote was unanimous.

Announcement

The Board of Supervisors next meeting on Wednesday, January 10, 2018 at 7:00 p.m.

Adjournment

Hearing no new business the meeting adjourned at 8:15 p.m.

Respectfully submitted,
Donna Wikert
Township Secretary