

**Board of Supervisors
January 7, 2019
2019 Organizational Minutes**

Board members in attendance: Ms. Drummond, Chair; Mr. Lambert , and Rich Orlow.

Staff in attendance: John Nagel, Township Manager; Zach Barner, Director of Planning; Joseph McGrory, Solicitor;

Ms. Drummond opened the meeting at 6 p.m. with the Pledge of Allegiance.

Motion to Appoint: Mr. McGrory was nominated to Temporary Chair,

Ms. Drummond nominated Temporary Chair – Solicitor (Joseph McGrory)

Mr. Orlow made a motion to pass Mr. McGrory as temporary chair. Mr. Lambert second the motion; the motion was approved 3-0.

Mr. McGrory made a motion to appoint Ms. Sue Drummond to Chair of Board, Mr. Lambert seconded; the motion was passed 3-0.

Vice Chair of the Board - Mr. Orlow made a motion to appoint Mr. Scott Lambert Vice Chair of Board, Ms. Drummond seconded; the motion was passed 3-0.

Delegate(s) to State Convention “PSATS” - Mr. Orlow made a motion to appoint Ms. Sue Drummond as Delegate to PSATS, Mr. Lambert seconded; the motion was passed 3-0.

Announced Board Liaisons to Volunteer Committee or Boards:

Planning Commission and Planning & Building Committee – Sue Drummond

Park & Recreation Board and Open Space Committee – Scott Lambert

Finance Committee & Pension Board Trustees – Rich Orlow

Administrative Appointments (Resolution 1-2019):

John Nagel, Township Manager & Treasurer

William Steele, Assistant Township Manager & Director of Public Works

Steve Brown, Assistant Township Manager, Director of Property & Recreation,
Director of Codes & Life Safety, Zoning Officer and Flood Plain Administrator

Chris Yeager, Chief of Police & Open Records Officer (Police)

John Kopacz, Police Lieutenant

Cathy Kleponis, Finance Director and Assistant Township Treasurer

Zach Barner, Director of Planning & Development

Donna Wikert, Assistant to the Township Manager, Assistant Township Secretary, Open Records Officer
(Civilian)

Stephen Miller, Deputy Director of Codes & Life Safety, Codes Division, Assistant Fire Marshal

Dan Kerrigan, Chief Fire Marshal & Emergency Management Coordinator

Matt Fink, Deputy Director of Codes & Life Safety, Fire & EMS Division

Roseann McGrath, Human Resources Consultant

Hamburg Rubin Mullin Maxwell & Lupin, Solicitor

ARRO Consulting, Civil Engineer

Pennoni, Wastewater Engineer

McMahon Associates, Transportation Engineer

Land Concepts, Landscape Architect

Campbell Durrant Beatty Palombo & Miller, Labor Attorney

Maillie, Certified Public Accounting Firm

All Covered, Information Technology Consultants

Keystone Municipal Services, Building Review & Inspection Consultants

Unruh Turner Burke & Frees, Zoning Hearing Board Solicitor

Appointments to Boards and Commissions (Resolution 2–2019):

Planning Commission – Deb Abel and Todd Asousa, January 2022

Zoning Hearing Board – Kathleen Laubenstein, Joe Samuel and Karen Milner, January 2021

Historical Commission – William Shipley, Sylvia Baker and Nancy Dore, January 2023

Park & Recreation Board – Gail Keyes, January 2023

Environmental Advisory Commission – Virginia Pohlman, Gary Sheridan and Deborah Watkins,
January 2021

Open Space Committee – Tim Phelps, Chuck Barbera, Kelly Weinberg, Shaun Bollig and Joan
Smallwood, January 2020

Malvern Borough Library Board – East Whiteland Representative – Barbara Ann Thav

East Whiteland Township Volunteer Fire Association – John Nagel, January 2020

Mr. Orlow made a motion to approve Resolutions 2, as read by Ms. Drummond. Mr. Orlow
seconded, motion approved 3-0

Other Township Appointments:

Appointment of Emergency Services Providers (Resolution 3 –2019)

Appointment of Local Services Tax Collector Keystone Collection

Group (Resolution 4–2019)

Appointment of Earned Income Tax Collector Keystone Collection Group (Resolution 5–2019)

Appointment of Vacancy Board Member – Victoria Damiani (Resolution 6–2019)

Mr. Lambert made a motion to approve Resolutions 1 thru 6 as read by Ms. Drummond. Mr. Orlow seconded, motion approved 3-0.

Other Reorganization Resolutions:

Establish the months during which the Township will accept Road Dedication (Resolution 7–2019)

Mr. Orlow made a motion to approve Resolutions 7, Mr. Lambert seconded; motion approved 3-0.

Consider adoption of 2019 Fee Schedule (Resolution 8-2019)

Mr. Lambert made a motion to approve Resolutions 8, Mr. Orlow seconded; motion approved 3-0.

Appointment of Alternate Delegate to Chester County Tax Collection Committee - Cathy Kleponis (Resolution 9-2019)

Mr. Orlow made a motion to approve Resolutions 9, Mr. Lambert seconded; motion approved 3-0.

Naming Banks as Depositories for Township Funds (Resolution 10-2019):

1. Key Bank
2. Meridian Bank
3. WSFS
4. STIFEL

Mr. Lambert made a motion to approve Resolutions 10, Mr. Orlow seconded; motion approved 3-0.

Establish Township Manager Compensation for 2019 (Resolution 11-2019)

Mr. Orlow made a motion to approve Resolutions 11, Mr. Lambert seconded; motion approved 3-0.

Establish Amount of Surety Bond for Treasurer \$3,000,000 and Assistant Treasurer at \$2,500,000 (Resolution 12-2019)

Mr. Lambert made a motion to approve Resolutions 12, Mr. Orlow seconded; motion approved 3-0.

Appointment of Authorized Drivers of Township Vehicles for 2019 (Resolution 13-2019)

Mr. Orlow made a motion to approve Resolutions 13, Mr. Lambert seconded; motion approved 3-0.

Establish 2019 Meeting Dates & Holiday Schedule (Resolution 14-2019):

1. Board of Supervisors will meet at 7pm on the second Wednesday of the month unless otherwise advertised.
2. Environmental Advisory Council will meet at 7:30 pm on the first Thursday of the month unless otherwise advertised.
3. Historical Commission will meet at 7:30pm on the first Wednesday of the month unless otherwise advertised.
4. Park and Recreation Board will meet at 7pm on the fourth Tuesday of every month unless otherwise advertised.
5. Planning Commission will meet at 7pm on the fourth Wednesday of the month unless otherwise advertised. A public work session will be conducted between 6:30pm & 7pm prior to the regular meeting.
6. Zoning Hearing Board will meet at 7:15 pm on the fourth Monday of the month unless otherwise advertised.
7. Pension Board of Trustees will meet quarterly on the fourth Wednesday of the months of February, May, August and November at 4:00pm unless otherwise advertised.

Mr. Lambert made a motion to approve Resolutions 14, Mr. Orlow seconded; motion approved 3-0.

Regular Meeting Agenda

Conditional Use Hearing:

[2018-18-CU for "Distributed Antenna System"](#) (Crown Castle NG East, LLC) Conditional Use applications for 12 "node" installations within Township rights-of-way. The record has been closed on 11 of 12 installations, with the one (1) remaining application (2018-18-CU for EMP-053m1 at 21 Moores Road) having been left open in order to explore alternative locations in the vicinity. The Applicant has provided the Township with an extension of time (per MPC and FCC requirements) in order to render a decision. The "shot clock" has been extended until February 13, 2019.

Transcripts of all public hearings are available to view at the Township. Videos of the meetings are available at: <https://www.municipalmeeting.com/east-whiteland>

Public Comment:

None

Announcements:

- The Township Auditors will hold an Annual Auditors meeting on Tuesday, January 8, 2019 at 8:30 a.m.
- The Board of Supervisors will hold a Business meeting on Wednesday, January 9, 2019 at 7:00 p.m.
- Conditional Use Hearing (#2) for "[Linden Hall](#)" by DeMarco Real Estate Holding, LLC will be held on Wednesday, January 30, 2019 at 7:00 p.m.

Adjournment:

7:00 PM