

Board of Supervisors
January 2, 2024
Re-Organization Meeting
5:00 PM

Board Members: Scott Lambert, Chair; Rich Orlow, Vice-Chair; and Peter Fixler, Member

Staff Present: Steve Brown, Township Manager; Catherine Ricardo, Assistant Township Manager, Donna Wikert, Operations Manager, Township Secretary; Zach Barner, Director of Planning and Development; Larry Iaccio, Chris Yeager, Police Chief; Greg Lewis, Fire Chief; Bernadette Kearney, Township Solicitor

Call to Order :

Pledge of Allegiance

Board Appointments: Motion to appoint:

Swearing in of Newly Elected Supervisor, Scott Lambert by Catherine Ricardo

Chair of the Board – Mr. Fixler made a motion to nominate Mr. Lambert for Chair of the Board. Mr. Orlow seconded the motion; the motion was passed unanimously.

Vice Chair of the Board - Mr. Lambert made a motion to nominate Mr. Orlow for Vice Chair of the Board. Mr. Fixler seconded the motion; the motion was passed unanimously.

Delegate to State Convention of PA Association of Township Supervisors – The Board members agreed to all being Delegates for PSATS.

Delegate to Pennsylvania Municipal League - Delegate to State Convention of PA Association of Township Supervisors – The Board members agreed to all being Delegates for PSATS.

Representative to the East Whiteland Township Volunteer Fire Association Board of Directors - Mr. Lambert made a motion to nominate Mr. Brown. Mr. Fixler seconded the motion; the motion was passed unanimously.

Administration Appointments:

Be it hereby resolved that the Board appoints the following individuals and/or firms to serve in the positions specified: **See attached: Resolution 1-2024**

Mr. Orlow made a motion to approve appointments. Mr. Fixler seconded the motion; the motion was passed unanimously.

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 2-2024**

Environmental Advisory Council - None

Historical Commission 4 Year Term – Nancy Dore - 2027

Malvern Public Library 5 Year Term – vacant

Park & Recreation – 5 Year Term – Gayle Keys, Carol Rapp -

Pension Board - None

Planning Commission 4 Year Term – Jeff Broadbelt, John Laumer, and Tim Kelly – 2027

UCC Board of Appeals TBD

Vacancy Board 1 Year Term – Gerry Pyne - 2024

Zoning Hearing Board 3 Year Term – Jay Levin - 2026

Mr. Orlow made a motion approve appointments. Mr. Fixler seconded the motion; the motion was passed unanimously.

Board Liaison to Volunteer Committee and Boards:

Environmental Advisory Council – Mr. Fixler

Historical Commission – Mr. Lambert

Park & Recreation – Mr. Lambert

Planning Commission – Mr. Fixler

Pension Board – Mr. Orlow

Mr. Fixler made a motion to approve. Mr. Orlow seconded the motion; the motion was passed unanimously.

Appointment of Emergency Services Providers: Resolution 3-2024

Appointment of Local Service Tax Collector Keystone Collections group – Resolution 4-2024

Appointment of Earned Income Tax Collector Keystone Collections group – Resolution 5-2024

Establish the months during which the Township will accept roads for Dedication – Resolution 6-2024

Consider adoption of 2024 Fee Schedule – Resolution 7-2024

Naming Banks as Depositories for Township Funds: Resolution 8-2024

1. Key Bank
2. PLGIT
3. Fulton
4. Uninvest/Girard
5. JPM Chase

Appointment of Authorized Drivers of Township Vehicles for 2024 – see attached Resolution 9-2024

Adopt the Multi-Jurisdictional Hazard Mitigation Plan of Chester County – see attached Resolution 10-2024

Emergency Operations Plan – see attached Resolution 11-2024

Mr. Fixler made a motion to approve Resolution 3 through 11. Mr. Orlow seconded the motion; the motion was passed unanimously.

Appointment of Delegate and Alternate Delegate to Chester County Tax Collection Committee – see attached Resolution 12-2024

Adopt the 2024 Tax Levy – see attached Resolution 13-2024

Adopt the 2024 Holiday Schedule see attached Resolution 14-2024

Establish Amount of Surety Bond for Treasurer at \$3,000,000 and Assistant Treasurer at \$3,000,000

Establish 2024 Meeting Dates (unless otherwise advertised)

- a) Board of Supervisors will meet at 6:30pm on the second Wednesday of the month
- b) Environmental Advisory Council will meet at 7:30pm on the first Thursday of the month
- c) Historical Commission will meet at 7pm on the third Wednesday of the month
- d) Park & Recreation Board will meet at 7pm on the fourth Tuesday of the month
- e) Planning Commission will meet at 7pm on the fourth Wednesday of the month
- f) Zoning Hearing Board will meet at 7:15 pm on the fourth Monday of the month
- g) Pension & Other Post Retirement Employee Benefits Board of Trustees will meet at 4:00pm on Wednesday February 21, 2024 and Tuesdays May 21, 2024, August 20, 2024, November 19, 2024 and February 18, 2025

Establish 2024 Holiday Schedule

New Year's Day	1/01/24 Monday
Martin Luther King	1/15/24 Monday
Presidents' Day	2/19/24 Monday
Memorial Day	5/27/24 Monday
Independence Day	7/04/24 Thursday
Labor Day	9/02/24 Monday
Veterans Day	11/11/24 Monday
Thanksgiving Day	11/28/24 Thursday
Day after Thanksgiving	11/29/24 Friday
Christmas Day	12/25/24 Wednesday
New Year's Day	1/01/25 Wednesday

Mr. Fixler made a motion to approve. Mr. Lambert seconded the motion; the motion was passed unanimously.

Public Comment: NONE

Meeting Adjournment 5:40 PM

Respectively,

Donna Wikert, Board Secretary