

BOARD OF SUPERVISORS ORGANIZATION MEETING AGENDA

Monday January 7, 2019 ♦ Meeting begins at 7:00 p.m.

ELECTION AND APPOINTMENTS – 2019

- 1. The Township Solicitor shall act as temporary chairman for the purpose of organization.
- 2. Call to Order and Pledge of Allegiance

EACH OFFICE REQUIRES A MOTION, A SECOND AND A VOTE

| <u>OFFICE</u> | <u>NOMINEE</u> | |
|---|----------------|--------------------------------|
| 3. Board of Supervisors:..... Chairperson _____ | | Motion ___ Second ___ Vote ___ |
| 4. Board of Supervisors: Vice-Chairperson _____ | | Motion ___ Second ___ Vote ___ |

AT THIS TIME THE ORGANIZATION MEETING IS RUN BY THE APPOINTED CHAIRPERSON.

- 5. Board of Supervisors: Treasurer _____ Motion ___ Second ___ Vote ___
 - a. Motion that bond be set at \$2,000,000.00 - cost paid by the Township Motion ___ Second ___ Vote ___
 - b. Motion that the Treasurer serve without compensation. Motion ___ Second ___ Vote ___
- 6. Assistant Treasurer _____ Motion ___ Second ___ Vote ___
 - a. Motion that bond be set at \$2,000,000.00 - cost paid by the Township Motion ___ Second ___ Vote ___
- 7. Township Manager: Edward M. Mentry, Jr. Motion ___ Second ___ Vote ___
- 8. Township Secretary Madeline Harbison Motion ___ Second ___ Vote ___
- 9. Assistant Township Secretary Edward M. Mentry, Jr. Motion ___ Second ___ Vote ___
-
- 10. Administration.....Liaison _____
- 11. Fire Company:Liaison 1. _____ 2. _____
- 12. Police Department:Liaison _____
- 13. Pension Committee:Liaison 1. _____ 2. _____
- 14. Planning Commission:Liaison _____
- 15. Historical Commission:.....Liaison _____
- 16. Environmental Advisory Council...Liaison _____
- 17. Open Space Commission:Liaison _____
- 18. PASD Administration.....Liaison _____
- 19. Regional Planning:BOS Delegate _____
 Planning Commission Delegate _____
- 20. Tax CollectionLiaison _____
- 21. Emergency Declaration Officer _____
- 22. Emergency Mgmt. Coordinator:..... Moujan Toloubadei
- 23. Asst. Emergency Mgmt. Coordinator:.. Bradley Burger
- 24. Vacancy Board:..... Chair Sandra Henzie
- 25. Recycling Coordinator:..... Jim Shaughnessy & Hough Associates
- 26. ChesCo Solid Waste Committee Rep: Jim Shaughnessy

MOTION TO APPROVE AND ACCEPT APPOINTMENTS NO. 10 THROUGH 26 Motion ___ Second ___ Vote ___

PLANNING COMMISSION

Members, Planning Commission

Motion ___ Second ___ Vote ___

Term(s) Expiring January 2019: Jim Reading, Morris Quigg

RECOMMENDED FOR APPOINTMENT BY THE PLANNING COMMISSION: *4-year term expires January 2023*

① Jim Reading ② Morris Quigg ③ n/a

Current Members, Planning Commission

James Reading
TERM EXPIRES JANUARY 2019

Michael Bauer
TERM EXPIRES JANUARY 2020

Barbara Cohen
TERM EXPIRES JANUARY 2022

Curt English
TERM EXPIRES JANUARY 2022

Michael Pellegrino
TERM EXPIRES JANUARY 2022

Morris Quigg
TERM EXPIRES JANUARY 2019

Eric Rahe
TERM EXPIRES JANUARY 2020

ZONING HEARING BOARD

Members, Zoning Hearing Board

Motion ___ Second ___ Vote ___

Term(s) Expiring January 2019: Uday Patanker, Vacancy 2nd Alternate

RECOMMENDED FOR APPOINTMENT BY THE ZONING HEARING BOARD: *3-year term expires January 2022*

① Uday Patanker ② _____ ③ n/a

Current Members, Zoning Hearing Board

Sean Dempsey
TERM EXPIRES JANUARY 2022

Jim Lombardi
TERM EXPIRES JANUARY 2020

Uday Patankar
TERM EXPIRES JANUARY 2019

Marilyn Gural – 1st Alternate
TERM EXPIRES JANUARY 2022

Vacancy – 2nd Alternate
TERM EXPIRES JANUARY 2019

Patrick McKenna, Esq.
SOLICITOR

ENVIRONMENTAL ADVISORY COUNCIL

Member, Environmental Advisory Council

Motion ___ Second ___ Vote ___

Term(s) Expiring January 2019: Earl Cram, Michelle Garg, Mary Ellen Heisey

RECOMMENDED FOR APPOINTMENT BY ENVIRONMENTAL ADVISORY COUNCIL: *3-Year term to expire Jan. 2022*

① Earl Cram ② Michelle Garg ③ Mary Ellen Heisey ④ Harmonie Hawley-Alt. 2 yr term

⑤ Karen Guerrero-Alt. 1 yr term

Current Members, Environmental Advisory Council

Mary Ellen Heisey
TERM EXPIRES JANUARY 2019

Earl Cram
TERM EXPIRES JANUARY 2019

Michelle Garg
TERM EXPIRES JANUARY 2019

Tom Heisey
TERM EXPIRES JANUARY 2021

Stephen Kunz
TERM EXPIRES JANUARY 2020

Jonathan Meyers
TERM EXPIRES JANUARY 2021

Michael Roscoe
TERM EXPIRES JANUARY 2020

Harmonie Hawley- Alternate
TERM EXPIRES JANUARY 2021

Vacancy - Alternate
TERM EXPIRES JANUARY 2020

HISTORICAL COMMISSION

Motion ___ Second ___ Vote ___

Members, Historical Commission

Term(s) Expiring January 2019: Dianne Cram, Sandy Momyer, Jay Stearly, Virginia Stearly

RECOMMENDED FOR APPOINTMENT BY THE HISTORICAL COMMISSION: *3-Year term to expire January 2022*

① Dianne Cram ② Sandy Momyer ③ Jay Stearly ④ Virginia Stearly

Current Members, Historical Commission

| | | |
|--|--|---|
| Sandy S. Momyer TERM EXPIRES JANUARY 2019 | Dorothy Bedford TERM EXPIRES JANUARY 2020 | Dianne Cram TERM EXPIRES JANUARY 2019 |
| John Gregory TERM EXPIRES JANUARY 2020 | Kahlil Hihi TERM EXPIRES JANUARY 2021 | David Kiefer TERM EXPIRES JANUARY 2021 |
| Jay L. Stearly TERM EXPIRES JANUARY 2019 | Virginia Stearly TERM EXPIRES JANUARY 2019 | Vacancy TERM EXPIRES JANUARY 2021 |
| Vacancy-Alternate TERM EXPIRES JANUARY 2020 | Vacancy-Alternate TERM EXPIRES JANUARY 2021 | |

OPEN SPACE COMMISSION

Motion ___ Second ___ Vote ___

Members, Open Space Commission

Term(s) Expiring January 2019: Robert Cooney, Bud Emig-Alt., Robert Mauch, Julie Wenger (resigning)

RECOMMENDED FOR APPOINTMENT BY THE OPEN SPACE COMMISSION: *3-Year term to expire January 2022*

① Robert Cooney ② Bud Emig-Alternate ③ Robert Mauch ④ Tim McAvoy (replace J. Wenger)

Current Members, Open Space Commission

| | | |
|---|---|---|
| Robert C. Mauch TERM EXPIRES JANUARY 2019 | Robert N. Cooney TERM EXPIRES JANUARY 2019 | Bereth Graeff TERM EXPIRES JANUARY 2020 |
| Robert Kahn TERM EXPIRES JANUARY 2021 | Julie Wenger TERM EXPIRES JANUARY 2021 | Bud Emig - Alternate TERM EXPIRES JANUARY 2019 |
| Claudia Kiernan- Alternate TERM EXPIRES JANUARY 2020 | | |

VALLEY FORGE SEWER AUTHORITY BOARD

Motion ___ Second ___ Vote ___

Member, Valley Forge Sewer Authority Board

5-year term ending January 2022

Term(s) Expiring January 2019: David Demey

① David Demey ② n/a ③ n/a

Current Members, Valley Forge Sewer Authority ("VFSA") Board

| | |
|--|--|
| David Demey TERM EXPIRES JANUARY 2019 | Norman Vutz TERM EXPIRES JANUARY 2020 |
|--|--|

Approval of 2019 administrative appointments until such time as amended by the Board of Supervisors:

| | |
|--|---|
| VFSA Joint Board Liaison | <u>TOWNSHIP MANAGER EDWARD M. MENTRY, JR.</u> |
| Tax Hearing Officer | <u>TOWNSHIP MANAGER EDWARD M. MENTRY, JR.</u> |
| Chester County TCC Delegate | <u>TOWNSHIP MANAGER EDWARD M. MENTRY, JR.</u> |
| Township Roadmaster | <u>NICHOLAS J. CINCIRIPINO</u> |
| Township Engineer | <u>GILMORE & ASSOCIATES INC.</u> <u>JOHN P. SARTOR, PE</u> |
| Township Solicitor | <u>BUTERA BEAUSANG COHEN & BRENNAN</u> <u>WILLIAM J BRENNAN, ESQ</u> |
| Zoning Officer / Building Code Official | <u>KIMBERLY J YOCOM</u> |
| Building Inspector / Code Enforcement Officer / Alternate ZO & BCO | <u>LTL CONSULTANTS INC.</u> |
| Fire Marshal | <u>RAFAEL HENIN</u> |
| Deputy Fire Marshal(s) | <u>RICK BEITTEL, JULIUS MAROSFALVI</u> |
| Fire Police Captain | <u>THOMAS COLE</u> |

Motion to approve and accept all Administrative Appointments

Motion ___ *Second* ___ *Vote* ___

Other motions:

- Set the official meeting date for Board of Supervisors as the first Wednesday of each month. If such date falls on a holiday, the Board will meet on the day following unless advertised otherwise. Board of Supervisors work sessions shall be held on the fourth Thursday of each month, as required.

Motion ___ *Second* ___ *Vote* ___

| | | | | |
|-------------|------------|---------|-------------|------------|
| 2019 | JANUARY 7* | APRIL 3 | JULY 3 | OCTOBER 2 |
| | FEBRUARY 6 | MAY 1 | AUGUST 7 | NOVEMBER 6 |
| | MARCH 6 | JUNE 5 | SEPTEMBER 4 | DECEMBER 4 |

**JANUARY MEETING IS ALWAYS THE FIRST MONDAY IN MONTH UNLESS A HOLIDAY*

| | |
|--|-------------------------|
| 2020 ORGANIZATION MEETING | MONDAY JANUARY 6, 2020 |
| 2020 ELECTED BOARD OF AUDITORS MEETING | TUESDAY JANUARY 7, 2020 |

- Motion to advertise the dates of the 2019 Board of Supervisor Meetings as well as Board of Supervisors Work Sessions, Environmental Advisory Council, Historical Commission, Open Space Commission, Planning Commission, Phoenixville Regional Planning Committee and Zoning Hearing Board meetings. *Motion* ___ *Second* ___ *Vote* ___
- Motion to set township mileage reimbursement rate for 2019 at \$0.58 per mile. *(IRS 2019 Business Mileage Rate 58 cents/mile)* *Motion* ___ *Second* ___ *Vote* ___
- Motion to approve the list of activities of the Valley Forge Volunteer Fire Company for 2019. *(For insurance purposes.)* *Motion* ___ *Second* ___ *Vote* ___

-
5. Motion to appoint Voting Delegate to PSATS Conference April 14-17 and approve attendance at same (*Board Member, Township Manager or Secretary*) *Motion ___ Second ___ Vote ___*

 6. Motion to approve **Resolution No. 2019-01** Depositories and Signatories. *Motion ___ Second ___ Vote ___*

 7. Motion to approve **Resolution No. 2019-02:** Appointment of CPA, *Motion ___ Second ___ Vote ___*

 8. Motion to approve **Resolution No. 2019-03:** 2019 Township Fee Schedule *Motion ___ Second ___ Vote ___*

 9. Motion to approve **Resolution No. 2019-04:** Emergency Services Provision. *Motion ___ Second ___ Vote ___*

 10. Motion to approve **Resolution No. 2019-05:** Record Destruction. *Motion ___ Second ___ Vote ___*

 11. Motion to approve **Resolution No. 2019-06:** Affirmation of Code of Conduct for Supervisors of Schuylkill Township. *Motion ___ Second ___ Vote ___*

 12. Motion to adjourn Reorganization Meeting. *Motion ___ Second ___ Vote ___*

DRAFT