

**Meeting Minutes of January 3, 2011**  
**Board of Supervisors Organizational Meeting**

Township Manager/Secretary/Treasurer Ronald A. Rambo, Jr. called the Board of Supervisors Organizational meeting of January 3, 2011 to order at 7:30 p.m. and lead those in attendance in the Pledge of Allegiance. Roll call of the Board of Supervisors (BoS) by the Township Manager noted Supervisor's Carl S. Lindborg and Josef G. Obernier, Sr. in attendance. Supervisor Thomas J. McCaffrey arrived at 7:38 p.m. Ronald A Rambo, Jr., Township Manager/Secretary/Treasurer was also present.

The Manager sought nominations for Chairman of the Board of Supervisors. Supervisor Obernier motioned to appoint Carl S. Lindborg followed with a second by Supervisor Lindborg. Board Members Obernier and Lindborg voted aye for the appointment of Supervisor Lindborg for Chairman. The Manager then relinquished his duties of running the meeting to the newly appointed Chairman.

Chairman Lindborg motioned to appoint Josef G. Obernier, Sr. for Vice-Chairman, followed by a second by Supervisor Obernier. Lindborg and Obernier voted aye for the appointment of Supervisor Obernier as Vice-Chairman.

The remaining nominations of Board members were for the position of Police Liaison. Vice-Chairman Obernier motioned to appoint the BoS as Police Liaison. Chairman Lindborg seconded the motion. Board Members Obernier and Lindborg voted aye for the appointment. Vice-Chairman Obernier then motioned to appoint the BoS as Roadmaster. Chairman Lindborg seconded the motion. A vote by the Board tallied two ayes Obernier and Lindborg for the appointment. For Authority Supervisor, Vice-Chairman Obernier motioned for the appointment of Thomas McCaffrey; a second was followed by Chairman Lindborg. Board Members Obernier and Lindborg voted aye for the appointment. As for the position of Fire Company Representative, Chairman Lindborg motioned for the appointment of Josef G. Obernier, Sr. and it was seconded by Vice-Chairman Obernier. Board Members Lindborg and Obernier voted aye for the appointment.

**Appointment of Township Employees for 2011 (salaried)**

Next on the agenda was the appointment of administrative personnel for 2011. Chairman Lindborg noted the appointment of the following salaried individuals: Ronald A. Rambo Jr., Township Manager/Secretary/Treasurer, Asst. Zoning Officer, Recycling Coordinator, and Open Records Officer; Captain Walter M. Werner, Chief of WBTPD; Dale Barnett, Building Inspector/Zoning Officer /Codes Officer, Fire Inspector. Supervisor Obernier seconded the motion. Board Members Lindborg and Obernier voted aye.

**Appointment of Township Employees for 2011 (hourly)**

Chairman Lindborg then noted the appointment of the following hourly employees: Linda Formica, Administrative Assistant to Manager Rambo; Terri Kelly, Administrative Receptionist; Carrie Pike, Financial Administrator ; Thomas Eells, Public Works Director; G. Thomas Maher, Operator/Mechanic; Eric Marsh, Driver/Laborer Larry Weaver, Driver/Laborer; Kim Hoopes (part-time laborer); Adam Clark (part-time laborer); Sergeant Jeff Kimes, WBTPD; Corporal Gary W. Williams, WBTPD; Officer James R. Bilski, WBTPD.

The following were appointed WBTPD part-time officers: Officer Brian P. Hughes, Officer Richard J. Craig, Officer Russell C. Moore, Officer Philip M. Mollichella, Officer Courtenay A. Delaney, Officer Christopher J. Rungaus, Officer Kristin Menna, and Officer Jason Myers.

### **Appointment of Professional Service Firms for 2011**

Chairman Lindborg now moved onto the appointment of Professional Service Firms for 2011.

- John E. Good, Esquire -Township Solicitor
- Siana, Bellwoar & McAndrew, Chris Gerber, Esquire, Special Counsel/Labor Issues
- Herbert E. MacCombie, Jr., P.E. - Consulting Engineers and Land Surveyors, James W. MacCombie, P.E., Township Engineer.
- McCormick, Taylor & Associates, Inc. and Brandywine Conservancy - Township Consulting Engineers and Planning Consultants
- Kimmel, Lorah & Associates, LLP. - Auditor
- Charles Blosenski - Solid Waste and Recycling Contractor
- Krempa Associates, Inc.- Pension Investment Firm
- Thomas J. Anderson & Associates, Inc. - Pension Plan Actuary
- H.A. Thomson Agency - General and Special Insurances
- United Health Care/Benecon Pennsylvania Municipal Trust - Health Insurance
- MetLife - Dental Insurance
- Hartford Life Insurance- Disability/Life Insurance
- DNB First - Township Depositories
- The Bark of New York (bond and interest payments for Emmaus Bond Pool borrowing)
- SPCA, Animal Control
- Keystone Collection Group - Earned Income, Open Space Earned Income Tax, and Emergency and Municipal Services Tax Collector

### **Appointment of Township Personnel and Organizations for 2011**

Chairman Lindborg next noted the appointment of Township Volunteer Personnel and Organizations for 2011.

- Emergency Management Coordinator: *vacant*
- Deputy Emergency Management Coordinators: Richard K. Guest and David Pilotti
- Vacancy Board: Charles Hossack
- Fire, Rescue and Ambulance Services: East Brandywine, Wagontown and Martin's Corner
- Building Appeals Board: John Callahan, John Dell, Sandra Martin, Barry D. Parsons, Ronald Scott, Jr.
- Zoning Hearing Board: Mark D. Shockites (12-15), Richard K. Guest (12-14), James W. MacCombie (12-13), Sandra Martin (12-14, alternate)
- Planning Commission: Robert Schini (12-13), Kim Hoopes (12-12), John Conti (12-12), Charles Dobson (12-12), John Cassells (12-14), Steve Jakatt (12-13), Anita Ferenz (12-14).
- Municipal Authority: William Goins (12-12), Wilbur C. Adams (12-12), William McAdoo (12-11), Charles Hossack (12-13).
- Historic Commission: John F. Vilcheck, Jr. (12-13), Jeff Grossman (12-11), Hugh Redditt (12-12), Cheri Marranzini (12-12), Barry D. Parsons (12-13), Stephen Measure (12-11), Theo Claypoole (12-12)
- Parks and Recreation Board: Joseph Arvay (12-13), Vanessa Barron, (12-12), Jeffrey Chalfant (12-13), vacant (12-13), Robert Watts (12-11), Wesley Kimmel (12-12), vacant (12-12).
- Agricultural Security Area Advisory Committee: Thomas J. McCaffrey, Scott F. Sandone, Rhonda Mowday, Cindy Dawson, and Karen Vollmecke.
- Open Space Review Board: Joseph D. Arvay (12-11), John W. Cassels, Jr. (12-13), Jeff Chalfant (12-13), John Conti (12-12), Charles A. Dobson (12-13), Anita A. Ferenz (12-12), Kim P. Hoopes (12-13), Steven E. Jakatt (12-12), Robert W. Schini, Jr., (12-12)

It was noted the Supervisor McCaffrey arrived at 7:38 p.m.

### **Miscellaneous Municipal Information for 2011**

- Board of Supervisors meetings, first and third Thursday of each month at 7:30 p.m.
- Conditional Use Hearings, scheduled as needed throughout the year
- Municipal Authority meetings, second Thursday of each month at 7:30 p.m.
- Planning Commission meetings, fourth Thursday of each month at 7:30 p.m.
- Open Space Review Board meetings, fourth Thursday of each month at 7:00 p.m.
- Zoning Hearing Board Hearing's, scheduled as needed throughout the year
- Historical Commission meetings, second Monday of each month at 7:30 p.m.
- Parks and Recreation Board meetings, second Tuesday of each month at 7:00 p.m.
- Establishment of part-time wages for road wages: road maintenance - (\$12.84/hour), snow plowing (\$20.00/hour).
- Uniform Employee Holidays: New Years Day, Martin Luther King Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.
- Non-Uniform Employee Holidays: New Years Day, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day.
- Delegates to State Convention: Board of Supervisors, Manager/Secretary/Treasurer, and Public Works Director.
- Taxes and Fees: Real Estate - 1.081 mills (unchanged), Fire Service Appropriations - .22 mills (unchanged), Earned, Income Tax - .5% Township and .5% School District (unchanged), Open Space - .125% (unchanged), Local Services Tax - \$52.00: \$47.00 Township and \$5.00 School District (unchanged), Real Estate Transfer Tax- .5% Township and .5% School District (unchanged), Solid Waste and Recycling Fee- \$286.00 (unchanged).

Supervisor McCaffrey noted there were no increases in any Township taxes or fees and also questioned if the BoS would entertain having a professional consultant for the Historical Commission, having Jane Davidson in mind. Vice-Chairman Obernier voiced concern that there was no money set aside for that, but if they need it, they will just bid it out. Kristin Camp, Esquire commented the Township wouldn't have to bid it since it if it was a professional service. Chairman Lindborg stated he was okay with having the Historical Commission use a professional consultant if they need to. Chairman Lindborg also noted that Dale Barnett is also the Fire Inspector.

With no other appointments to discuss, Vice-Chairman Obernier motioned to adjourn the re-organization meeting at 7:45 p.m. Supervisor McCaffrey seconded the motion. Board Members Obernier, McCaffrey, and Lindborg voted aye in favor of adjournment.

Ronald A. Rambo, Jr.  
Township Manager/Secretary/Treasurer