

Meeting Minutes of January 5, 2009
Board of Supervisors Re-Organizational Meeting

Township Manager/Secretary/Treasurer Ronald A. Rambo, Jr. called the Board of Supervisors Re-Organizational meeting of January 5, 2009 to order at 7:00 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 Thomas J. McCaffrey, Supervisor Carl S. Lindborg, and Supervisor Josef G. Obernier, Sr. in attendance. Ronald A Rambo, Jr., Township Manager/Secretary/Treasurer was also present.

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

Chairman Obernier sought nominations for Vice-Chairman. Supervisor Lindborg motioned to appoint Supervisor McCaffrey as Vice-Chairman, followed by a second by Supervisor Obernier. Lindborg, Obernier, and McCaffrey voted aye for the appointment of Supervisor McCaffrey.

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

Appointment of Township Employees for 2009 (salaried)

Next on the agenda was the appointment of administrative personnel for 2009. Supervisor McCaffrey noted the appointment of the following salaried individuals: Ronald A. Rambo Jr., Township Manager/Secretary/Treasurer, Asst. Zoning Officer and Recycling Coordinator, Open Records Officer; Walter M. Werner, Captain, Chief of WBTPD; Dale Barnett, Zoning Officer, Building Inspector/Codes Officer and Paul H. Gainor, Fire Marshall. Supervisor Lindborg seconded the motion. Board Members McCaffrey, Lindborg, and Obernier voted aye.

Appointment of Township Employees for 2009 (hourly)

Supervisor Lindborg read a memo dated January 5, 2009 out loud regarding the reduction of hours because of the current economic conditions. The department head or Township Manger may grant additional time for a project that has a timeline attached to it. Part time positions will continue to receive dental and medical benefits only. The positions are as noted below. This is deemed a temporary move until such time as the economic situation turns around. Supervisor McCaffrey commented that the BoS has concluded that there may be additional changes to these appointments or hours that are listed. McCaffrey didn't want anyone to get the impression that because they are written here that it is written in stone.

Supervisor Lindborg then noted the appointment of the following hourly employees, seconded by Vice-Chairman McCaffrey: Linda Formica, Administrative Assistant to the Township Manager (full-time 37.5 hr work week); Terri Kelly, Administrative Receptionist (part-time 24 hr work week); Carrie Pike, Financial Administrator (full-time 37.5 hr work week); Donna Jones, Administrative Assistant to the Codes Officer/Building Inspector (part-time 24 hr work week); Thomas Eells, Public Works Director; G. Thomas Maher, Operator/Mechanic; Eric Marsh, Driver/Laborer; Larry Weaver, Driver/Laborer. The following are appointees to WBTPD: Marie Whiteman, Administrative Assistant to the Police Chief (part-time 24 hr work week); Sergeant John Coldren, Corporal David Domblesky (on workman's compensation), Corporal Daniel Shappell, Corporal Gary Williams, Officer James Bilski, Officer Jeff Kimes, and the following part-time officers; Officer Brian Hughes, Officer Richard Craig, Officer Russell C. Moore, Officer Kristin N. Menna, Officer Philip M. Mollichella, Officer David M. Edwards, III, Officer Courtney A. Delaney, Officer Christopher J. Rungaus, Officer Christopher B. Young.

Appointment of Professional Service Firms for 2009

The Chairman now moved onto the appointment of Professional Service Firms for 2009. Vice-Chairman McCaffrey motioned appointment for the following individuals and/or firms, seconded by Supervisor Lindborg. Board Members McCaffrey, Lindborg, and Obernier voted aye.

- 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
- 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
- MetLife - Disability/Life Insurance
- DNB First - Township Depositories
- TD Bank, Township Depository (bond and interest payments)
- SPCA, Animal Control
- Berkheimer Associates - Earned Income, Open Space Earned Income Tax, and Emergency and Municipal Services Tax Collector

Appointment of Township Personnel and Organizations for 2009 (*Boards and Commissions- names of individuals italicized are being re-appointed*)

Chairman Obernier next noted the appointment of Township Volunteer Personnel and Organizations for 2009. Manager Rambo noted there is a resignation letter from Susan Bowar. There is also a letter of interest from Wilbur Adams who used to serve on the Municipal Authority Board. Manager Rambo requested that Mr. Wilbur Adams serve on the Authority Board once again, to fill Susan Bowar's term until 12/2009.

Supervisor Lindborg motioned to appoint the following, seconded by Vice-Chairman McCaffrey. Board Members Lindborg, McCaffrey, and Obernier voted aye.

- Emergency Management Coordinator: Paul H. Gainor
- 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 (12-10), Richard K. Guest (12-09), *James W. MacCombie* (12-13), Sandra Martin (12-09, alternate)
- Planning Commission: Robert Schini (12-09), *Kim Hoopes* (12-12), *John Conti* (12-12), *Charles Dobson* (12-12), John Cassells (12-10), Steve Jakatt (12-09), Anita Ferenz (12-10).
- Municipal Authority: William Goins (12-09), Wilbur C. Adams (12-09), *William McAdoo* (12-11), Charles Hossack (12-10)
- Historic Commission: John F. Vilcheck, Jr. (12-10), *Jerri Wilimzig* (12-11), Hugh Redditt (12-09), Cheri Marranzini (12-09), Barry D. Parsons (12-10).
- Parks and Recreation Board: *Joseph Arvay* (12-13), Vanessa Barron, (12-10), Jeffrey Chalfant (12-10), *Michelle Benkovich* (12-13), Robert Watts (12-11).
- Agricultural Security Area Advisory Committee: Thomas J. McCaffrey, Scott F. Sandone, Rhonda Mowday, Cindy Dawson and Karen Vollmecke.
- Open Space Review Board: *John W. Cassels, Jr.* (12-10), Jeff Chalfant (12-10), *John Conti* (12-12), Charles A. Dobson (12-10), *Anita A. Ferenz* (12-12), Kim P. Hoopes (12-10), *Steven E. Jakatt* (12-12), *Robert W. Schini, Jr.*, (12-12)

Miscellaneous Municipal Information for 2009

- 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 (remains unchanged), Fire Service Appropriations (remains unchanged) - .22 mills, Earned, Income Tax - .5% Township and .5% School District, Open Space - .125%, Local Services Tax - \$52.00: \$47.00 Township and \$5.00 School District, Real Estate Transfer Tax- .5% Township and .5% School District, Solid Waste and Recycling Fee- \$260.00 (increased over last year).

With no other appointments to discuss, Vice-Chairman McCaffrey motioned to adjourn the re-organization meeting at 7:16 p.m. Supervisor Lindborg seconded the motion. Board Members McCaffrey, Lindborg, and Obernier voted aye in favor of adjournment.

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