

Meeting Minutes of January 6, 2014
Board of Supervisors Organizational

The following newly elected officials were sworn in by District Judge Michael J. Cabry, III: Oliver Douglas Smith, Supervisor and Dr. Edward A. Pristernik, Tax Collector.

Secretary/Treasurer Linda Formica called the Board of Supervisors Organizational Meeting of January 6, 2014 to order at 7:42 p.m. and led those in attendance in the Pledge of Allegiance. Roll call of the Board of Supervisors (BoS) by Linda Formica noted Supervisor's Josef G. Obernier, Sr., William E. Webb and O. Douglas Smith in attendance. Also present were Chief of Police Walter Werner, Public Works Director Thomas Eells, and Codes Enforcement Officer Dale Barnett.

Secretary/Treasurer Linda Formica sought nomination for Chairman of the Board of Supervisors. Supervisor Josef G. Obernier made a motion to appoint William E. Webb, seconded by Doug Smith. Board members Obernier, Smith and Webb voted aye. Linda then relinquished her duties of running the meeting to the newly appointed Chairman.

Chairman Webb motioned to appoint Doug Smith for Vice-Chairman, seconded by Doug Smith. Board members Webb, Smith and Obernier voted aye.

The remaining nominations of Board members were for the following positions: Chairman Webb motioned to appoint Doug Smith as Police Liaison, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb then requested to change the title of Road Master position and create the Office of Liaison to the Public Works Department. BoS agreed. Vice-Chairman Smith motioned to appoint Chairman Webb as Public Works Department Liaison, seconded by Supervisor Obernier. Board members Smith, Obernier and Webb voted aye.

Chairman Webb made a motion to appoint Doug Smith to the Municipal Authority, seconded by Vice-Chairman Smith. Board members Webb and Smith voted aye. Supervisor Obernier voted no. After further discussion, Chairman Webb made a motion to table the MA position, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to appoint Vice-Chairman Smith as the Police/Fire Company Representative, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to table appointing the position for Board of Auditors, seconded by Vice-Chairman Webb. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to table appointing the position for Deputy Tax Collector, seconded by Vice-Chairman Webb. Board members Webb, Smith and Obernier voted aye.

Vice-Chairman Smith made a motion to appoint Chairman Webb for the position of Administrative Liaison, seconded by Chairman Webb. Board members Smith, Webb and Obernier voted aye.

Chairman Webb made a motion to table appointing the position for Entity Local Tax Collection, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Appointment of Township Employee for 2014 (salaried)

Chairman Webb noted the appointment of the following salaried individuals: Captain Walter Werner, Chief of WBTPD, Dale Barnett, Building Inspector/Zoning Officer/Codes Officer, Opens Records Officer.

Appointment of Township Employees for 2014 (hourly)

Chairman Webb noted the appointment of the following hourly individuals: Linda Formica, Secretary/Treasurer and Recycling Coordinator, Thomas Eells, Public Works Director. Administrative Personnel: Terri Kelly, Administrative Receptionist, Carrie Pike, Financial Administrator, Melissa Werner, Codes Administration. Public Works Personnel: G. Thomas Maher, Operator/Mechanic, Adam Clark, Driver/Laborer, Galen Conover (part-time laborer), Marlon DiDavide (part-time laborer). West Brandywine Police Department: Sergeant Jeff Kimes, Officer James R. Bilski, Officer Russell C. Moore, Officer Brian P. Hughes, (part-time), Officer Richard J. Craig, (part-time), Officer Philip M. Mollichella, (part-time), Officer Christopher J. Rungaus, (part-time), Officer Joseph Katz, (part-time), Officer Andrew Vattilana, (part-time).

Vice-Chairman Smith made a motion to approve the above-referenced appointments, seconded by Supervisor Obernier. Board members Smith, Obernier and Webb voted aye.

Appointment of Professional Service Firms for 2014

Chairman Webb made a motion to hire Eric Brown, Esq. of Siana, Bellwoar & McAndrew, as the Solicitor of West Brandywine Township, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to hire Chris Gerber, Esq. of Siana, Bellwoar & McAndrew, as Special Counsel for Labor Issues for West Brandywine Township, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Vice-Chairman Smith made a motion to hire McCormick, Taylor & Associates, Inc. as the principal primary Engineer for West Brandywine Township. MacCombie Engineers will keep all current work, seconded by Chairman Webb. Board members Smith, Webb and Obernier voted aye.

Chairman Webb made a motion to appoint Herbert E. MacCombie, Jr., P.E., Consulting Engineers and Land Surveyors, James W. MacCombie, P.E. as the Township's secondary Engineer, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to hire Kimmel, Lorah & Associates LLP, Auditor, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to hire Krempa Associates, Inc., Pension Investment Firm, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to hire Thomas J. Anderson & Associates, Inc., Pension Plan Actuary, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to hire H. A. Thomson Agency, General and Special Insurances, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to maintain United Health Care/Benecon Pennsylvania Municipal Trust, Significa, Health Insurance, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to maintain United Concordia/Benecon, Dental Insurance, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to maintain Hartford Life Insurance/Benecon, Disability, Life Insurance, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to maintain DNB First, Township Depository, seconded by Vice-Chairman Smith. Board members Smith and Obernier voted aye. Chairman Webb abstained due to a business relationship with DNB First.

Chairman Webb made a motion to maintain The Bank of New York (bond and interest payments for Emmaus Bond Pool borrowing), seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to maintain Chester County SPCA, (boarding of stray animals), seconded by Supervisor Obernier. After a short discussion, this item was tabled until further notice.

Chairman Webb made a motion to maintain Keystone Collection Group, Earned Income Tax, Open Space Earned Income Tax, and Local Services Tax Collector, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

The following was removed from the Agenda as they are under contract and not professional services:
Charles Blosenski, Solid Waste and Recycling Contractor;

Appointment of Township Personnel and Organizations for 2014

Chairman Webb made a motion to reappoint Doug Smith as Emergency Management Coordinator, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye. Deputy Emergency Management Coordinator, by vote, Keith Davis. Chairman Webb made a motion to also nominate Michael Conway for Deputy Emergency Management Coordinator, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Supervisor Obernier made a motion to appoint Chuck Hossack as the Vacancy Board Chairman, no seconds. Chairman Webb made a motion to appoint Kathleen Franciscus as the Vacancy Board

Chairman, seconded by Vice-Chairman Smith. Board members Webb, Smith voted aye. Supervisor Obernier voted no.

Chairman Webb made a motion to maintain East Brandywine and Wagontown for Fire & Rescue, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to maintain Westwood Ambulance, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to appoint John Callahan, John Dell, Sandra Martin, Ronald Scott, Jr., and Doug Howe for the Building Appeals Board, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to appoint James W. MacCombie to the Zoning Hearing Board, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Supervisor Obernier made a motion to reappoint Steve Jakatt to the Planning Commission, no seconds. Supervisor Obernier made a motion to reappoint Robert Schini to the Planning Commission, no seconds. Vice-Chairman Smith made a motion to appoint John Hoertz to the Planning Commission, seconded by Chairman Webb. Board members Smith and Webb voted aye. Supervisor Obernier voted no. Vice-Chairman Smith made a motion to appoint Tom Maher to the Planning Commission, seconded by Chairman Webb. Board members Smith and Webb voted aye. Supervisor Obernier voted no.

Supervisor Obernier made a motion to reappoint Robert Schini to the Municipal Authority, no seconds. Vice-Chairman Smith made a motion to appoint Joseph Boldaz to the Municipal Authority, seconded by Chairman Webb. Board members Smith and Webb voted aye. Supervisor Obernier voted no.

Chairman Webb made a motion to appoint John F. Vilcheck, Jr. to the Historic Commission, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to appoint Joseph Arvay, Jeffrey Chalfant, Tom Scamuffa and Karen Sload to the Parks & Rec, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye. Chairman Webb made a motion to appoint Shane Johnson to the Parks & Rec, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye.

Chairman Webb made a motion to appoint Thomas J. McCaffrey, Jr., Scott F. Sandone, Rhonda Mowday, Cindy Dawson and Karen Vollmecke, to the Agricultural Security Area Advisory Committee: seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Open Space Review Board (OSRB):

Chairman Webb made a motion to appoint John Cassels to the OSRB, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye. Chairman Webb requested a motion to appoint Jeff Chalfant to the OSRB. Supervisor Obernier motioned. Board members Webb and Smith voted no. Chairman Webb made a motion to appoint Charles Dobson to the OSRB, seconded by Supervisor Obernier. Board members Webb, Obernier and Smith voted aye. Chairman Webb made a motion to appoint Kim Hoopes to the OSRB, seconded by Vice-Chairman Smith. Board members Webb, Smith and

Obernier voted aye. Chairman Webb made a motion to appoint Tom Maher to the OSRB replacing Steve Jakatt, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye. Chairman Webb made a motion to appoint Tom Scamuffa replacing Jeff Chalfant to the Open Space Review Board, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye. Chairman Webb made a motion to appoint John Hoertz, replacing Robert Schini, on the OSRB, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to appoint the Daily Local News as the Township's newspaper for public notices, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Chairman Webb made a motion to appoint Vice-Chairman Smith as the voting member to the COG and Keith Davis as the alternate for the non-voting member to the COG, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

Miscellaneous Municipal Information for 2014

- Board of Supervisors meetings, first and third Thursday's 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.
- Open Space Review Board meetings, fourth Thursday of each month at 7:00 p.m.
- Planning Commission meetings, fourth Thursday of each month at 7:30 p.m.
- 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.
- AdHoc meetings, first Tuesday of each month at 6:30 p.m.
- Zoning Hearing Board Hearing's, scheduled as needed throughout the year
- Establishment of part-time wages for road wages: maintenance work- (\$13.56/hour), snow plowing (\$20.00/hour) – *Public Works Director Tom Eells stated he believes the rate is \$13.65/hr.*

Chairman Webb made a motion to approve all meeting schedules and to table the establishment of part-time wages for road work until clarified, seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.

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: ½ Day New Years Eve, New Years Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day.

Delegates to State Convention: Board of Supervisors, Secretary/Treasurer, Public Works Director, Codes Officer.

Taxes and Fees:

Real Estate Tax- 1.081 mills

Fire Service Appropriations Tax- .22 mills

Earned Income Tax- .5% Township and .5% School District

Open Space Earned Income Tax- .125% Township
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 Fee- \$295.00

Chairman Webb had the following additional items to discuss: Setting of Agenda and length of Public Comments.

- Setting of Agenda – It is the responsibility of the Chairman to set the Agenda, i.e. work with the Secretary/Treasurer to set the Agenda. In this regard, no additions can be made to the Agenda after the Thursday before the meeting, unless it is an emergency situation. This will allow the residences to review the Agenda and allow time for comment. This will be noted in the advertisement.
- Rules of Decorum within the Township meetings – To be discussed at the business meeting.
- Meeting Minutes – The meeting minutes are too extreme with too much information. Meeting minutes will only include Agenda and Board actions. Vice-Chairman Smith ok with this. Supervisor Obernier does not agree. Further discussion will be addressed in the business meeting.

With no other appointments to discuss, Chairman Webb made a motion to adjourn the organization meeting at 8:37 pm., seconded by Vice-Chairman Smith. Board members Webb, Smith and Obernier voted aye.