

Meeting Minutes of January 7, 2013
Board of Supervisors Re-Organizational Meeting

Township Manager/Secretary/Treasurer Ronald A. Rambo, Jr. called the Board of Supervisors Organizational meeting of January 7, 2013 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 Josef G. Obernier, Sr., Supervisor Thomas J. McCaffrey, and William E. Webb 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 Josef G. Obernier, Sr. motioned to appoint Thomas J. McCaffrey, Jr, followed with a second by Supervisor William E. Webb. Board Members Obernier, Webb, and McCaffrey voted aye for the appointment of Supervisor McCaffrey for Chairman. The Secretary then relinquished his duties of running the meeting to the newly appointed Chairman.

Chairman McCaffrey motioned to appoint William E. Webb for Vice-Chairman, followed by a second by Supervisor Obernier. McCaffrey, Obernier, and Webb voted aye for the appointment of Supervisor Webb as Vice-Chairman.

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

Appointment of Township Employees for 2013 (salaried)

Next on the agenda was the appointment of administrative personnel for 2013. Chairman McCaffrey 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 McCaffrey, Obernier, and Webb voted aye.

Appointment of Township Employees for 2013 (hourly)

Chairman McCaffrey 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; 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, Officer Russell C. Moore, WBTPD.

The following were appointed WBTPD part-time officers: Officer Brian P. Hughes, Officer Richard J. Craig, Officer Philip M. Mollichella, Officer Christopher J. Rungaus, Officer Joseph Katz, and Officer Andrew Vattilana.

Appointment of Professional Service Firms for 2013

Chairman McCaffrey now moved onto the appointment of Professional Service Firms for 2013.

- 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, Jr. 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, Significa - Health Insurance
- United Concordia/Benecon - Dental Insurance
- Hartford Life Insurance- Disability/Life Insurance
- DNB First - Township Depositories
- The Bank of New York (bond and interest payments for Emmaus Bond Pool borrowing)
- SPCA, boarding of stray animals
- Keystone Collection Group - Earned Income, Open Space Earned Income Tax, and Local Services Tax Collector

Appointment of Township Personnel and Organizations for 2013

Chairman McCaffrey next noted the appointment of Township Volunteer Personnel and Organizations for 2013.

- Emergency Management Coordinator: Oliver Douglas Smith
- Deputy Emergency Management Coordinators: Richard K. Guest and Keith Davis.
- Vacancy Board: Charles Hossack
- Fire, Rescue and Ambulance Services: East Brandywine (fire), Wagontown (fire), Martin's Corner (fire), and Westwood Ambulance (ambulance).
- 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 (12-16), John Conti (12-16), Charles Dobson (12-16), John Cassells (12-14), Steve Jakatt (12-13), Anita Ferenz (12-14).
- Municipal Authority: William Goins (12-15), *Vacancy* (12-15), William McAdoo (12-14), Charles Hossack (12-13).
- Historic Commission: John F. Vilcheck, Jr. (12-13), Jeff Grossman (12-14), Hugh Redditt (12-15), *vacancy* (12-15), Barry D. Parsons (12-13), Stephen Measure (12-14), Theo Claypoole (12-15)
- Parks and Recreation Board: Joseph Arvay (12-13), Vanessa Barron, (12-17), Jeffrey Chalfant (12-13), Shane M. Johnson (12-13), Robert Watts (12-14), *vacancy* (12-17), *vacancy* (12-17).
- Agricultural Security Area Advisory Committee: Thomas J. McCaffrey, Scott F. Sandone, Rhonda Mowday, Karen Vollmecke, *vacancy*.
- Open Space Review Board: Joseph D. Arvay (12-14), John W. Cassels, Jr. (12-13), Jeff Chalfant (12-13), John Conti (12-16), Charles A. Dobson (12-13), Anita A. Ferenz (12-16), Kim P. Hoopes (12-13), Steven E. Jakatt (12-16), Robert W. Schini, Jr., (12-16)

Miscellaneous Municipal Information for 2013

- 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 - (\$13.56/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, 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).

With no other appointments to discuss, Supervisor Obernier motioned to adjourn the organizational meeting at 7:43 p.m. Vice-Chairman Webb seconded the motion. Board Members Obernier, Webb, and McCaffrey voted aye in favor of adjournment.

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