

**WEST BRADFORD TOWNSHIP
BOARD OF SUPERVISORS
ORGANIZATION & BUSINESS MEETING
JANUARY 3, 2017**

ATTENDING:

BOARD OF SUPERVISORS

Bruce W. Lavery, Chairman
Mark J. Blair, Vice Chairman
Jack M. Hines, Member

TOWNSHIP PERSONNEL

Justin Yaich, Manager
Ron Youtz, Public Works Director
Jim Lucas, Codes Director
Mike Euler, Parks Director

Mark Blair called the meeting to order at 7:00 p.m.

PUBLIC COMMENT

There were no public comments.

REORGANIZATION

Chairman – Board of Supervisors

Mr. Lavery motioned to appoint Mr. Blair as Chairman of the Board of Supervisors, second by Mr. Hines. All ayes, motion carried 3-0.

Vice Chairman – Board of Supervisors

Mr. Blair motioned to appoint Mr. Hines as Vice Chairman of the Board of Supervisors, second by Mr. Lavery. All ayes, motion carried 3-0.

Township Manager

Mr. Blair motioned to appoint Justin Yaich as Township Manager, second by Mr. Hines. All ayes, motion carried 3-0.

2017 Appointments

Mr. Blair motioned to approve the following appointments:

1. Secretary-Treasurer – Justin Yaich, to serve at the pleasure of the Board and to set the bond amount at \$2 million;
2. Finance Director and Assistant Township Treasurer – Nancy Althouse, to serve at the pleasure of the Board;
3. Zoning Officer – Justin Yaich, to serve at the pleasure of the Board;
4. Assistant Zoning Officer – James Lucas, to serve at the pleasure of the Board;
5. Building Code Official and Junk Yard Inspector – James Lucas, to serve at the pleasure of the Board;
6. Fire Marshal – James Lucas, to serve at the pleasure of the Board;
7. Emergency Management Director – James Lucas, for the year 2017;
8. Delegate to The Western Chester County Regional UCC Board of Appeals – Robert Bartilomo, for a five-year term to expire on December 31, 2021;
9. Voting Delegate to the 2017 Annual Convention of the State Association of Township Supervisors – Mark J. Blair, for the year 2017;

10. Voting Delegate to the Act 32 Tax Collection Committee - Jack M. Hines, Jr., for a term to expire on December 31, 2017;
11. Alternate Voting Delegate to the Act 32 Tax Collection Committee –Vincent Visoskas, for a term to expire on December 31, 2017;
12. Representative to the Brandywine Creek Greenway and the Chester Valley Trail Extension Study - Justin V. Yaich, for the year 2017;
13. Representative to the Downingtown Area Recreation Consortium – Michael J. Euler, for the year 2017;
14. Township Solicitor – The Law Office of John Good, Esquire, at a rate of \$170.00 per hour;
15. Alternate Township Solicitor – Buckley, Brion, McGuire, Morris & Sommer, at a rate of \$190.00 per hour;
16. Township Engineer – Edward B. Walsh and Associates, Inc., per the fee schedule on file at the Township Building;
17. Township Sanitary Sewage Engineer – AECOM, per the fee schedule on file at the Township Building;
18. Third Party Inspection Agency – Keystone Municipal Services, per the fee schedule on file at the Township Building;
19. CPA Firm to Conduct FY 2016 Audit – BBD, LP, pursuant to Resolution 16-24;
20. Representative to the Downingtown Library Board of Directors – Ginny Wood, for a three-year term to expire December 31, 2019;
21. Member to the Emergency Services Board – Bruce Lavery for a four-year term to expire December 31, 2020;
22. Members to the Historical Commission – Cynthia Prader and Margaret Thomas, each for a three-year term to expire on December 31, 2019;
23. Members to the Planning Commission – Mark Slouf and David McClung, each for a four-year term to expire on December 31, 2020, and Steve Williams, Ex-Officio post, for a one-year term to expire on December 31, 2017;
24. Members to the Recreation Commission – Joanne Kissinger and Maripat Rhoad, each for a four-year term to expire on December 31, 2020;
25. Members to the Zoning Hearing Board – Edwin R. Hill for a three-year term to expire on December 31, 2019;
26. Chairman to the Vacancy Board – John A. Haiko, for a term to expire on December 31, 2017;
27. Township Depository – TD Bank, Pennsylvania Local Government Trust Fund;
28. Newspaper of Record – Daily Local News;

Mr. Hines seconded the above motion. All ayes, motion carried 3-0.

Member to the Emergency Services Board

Mr. Blair motioned to appoint Thomas Perdue to the Emergency Services Board for a four-year term expiring December 31, 2020. The motion died for lack of a second.

2017 Board of Supervisors Meeting Schedule

Mr. Blair motioned to schedule the meetings of the Board of Supervisors in 2017 on the second Tuesday of each month at 8:00 PM and 8:00 PM on the fourth Tuesday of each month, as may be necessary. Work sessions to be held before and/or after above meetings, as needed, second by Mr. Lavery. All ayes, motion carried 3-0.

2017 Mileage Reimbursement

Mr. Blair motioned to set IRS standard mileage rate as the rate for mileage reimbursement (currently \$0.535 per mile), second by Mr. Hines. All ayes, motion carried 3-0.

MINUTES - DECEMBER 13, 2016

Mr. Hines motioned to approve the minutes of the December 13th Board of Supervisors meeting, second by Mr. Lavery. All ayes, motion carried 3-0.

TREASURER'S REPORT

Mr. Yaich presented the Treasurer's report for the month of December. Mr. Lavery motioned to approve the Treasurer's Report and authorize the payment of bills and ratification of payroll, second by Mr. Blair. All ayes, motion carried 3-0.

DEPARTMENT OF BUILDING SAFETY REPORT

Mr. Lucas presented a report on code enforcement, zoning and like activities for the previous month; a copy of this report is on file at the Township Building.

PUBLIC WORKS DEPARTMENT REPORT

Mr. Youtz presented a report on refuse and recyclable collection, roadway repairs and improvements, sanitary sewer treatment, vehicle fleet maintenance and like activities for the previous month; a copy of this report is on file at the Township Building.

PARKS DEPARTMENT REPORT

Mr. Euler presented a report on park maintenance, recreational programs, facility maintenance and like activities for the previous month; a copy of this report is on file at the Township Building.

FIRE COMPANY REPORT

There was no fire company report presented for the month.

STATE POLICE REPORT

Mr. Blair presented the Pennsylvania State Police report for the month of December. A copy of that report is on file at the Township Building.

BUSINESS

Resolution 17-01

Mr. Hines motioned to approve Resolution 17-01, Emergency Response Areas, second by Mr. Lavery. All ayes, motion carried 3-0.

Resolution 17-02

Mr. Blair motioned to approve Resolution 17-02, Fee Schedule for 2017, second by Mr. Hines. All ayes, motion carried 3-0.

Resolution 17-03

Mr. Lavery motioned to approve Resolution 17-03, To Participate in the Cooperative Purchasing Contract with Harrisburg, second by Mr. Hines. All ayes, motion carried 3-0.

Supplemental Bill Run

Mr. Lavery motioned to approve the supplemental bill run for January to be ratified at the February meeting, second by Mr. Hines. All ayes, motion carried 3-0.

Resignation Letter

Mr. Blair read the retirement letter received from Finance Director, Nancy Althouse. Mr. Hines motioned to accept the letter, second by Mr. Lavery. All ayes, motion carried 3-0. The Board conveyed their appreciation for Mrs. Althouse's years of service.

SUBDIVISIONS


None.

NOTICES

- The January 10 and January 24 Board of Supervisors Meetings will be cancelled.
- The Elected Auditors Organization Meeting is on January 4 at 7:30 pm at the Township Building.
- The Planning Commission Organization Meeting is on January 10 at 8:00 pm at the Township Building.
- The Board will next meet on February 14 at 8:00 pm at the Township Building.

There being no additional business, at 7:23 p.m. Mr. Blair motioned to adjourn the meeting, second by Mr. Lavery. All ayes, motion carried 3-0.

Respectfully Submitted,



Justin V. Yaich
Township Secretary

JVY/kw