

**EASTTOWN TOWNSHIP BOARD OF SUPERVISORS  
ORGANIZATIONAL MEETING MINUTES OF JANUARY 02, 2018**

The January 02, 2018 Organizational Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:00 p.m. Supervisors present included: James W. Oram, Jr., Chair; Marc J. Heppe, Vice Chair; and Betsy Fadem. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP, CZO; Scott Albee, Police Lieutenant; Don Curley, PE, AICP; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

**PLEDGE OF ALLEGIANCE**

**SWEARING IN CEREMONY FOR SUPERVISOR BETSY FADEM, AUDITOR SEAN AXEL, AND TAX COLLECTOR EVANS PANCOAST**

Judge Tartaglio was in attendance to swear in Betsy Fadem for a six year term as Township Supervisor, ending December 31, 2023; Sean Axel for a six year term as Township Auditor, ending December 31, 2023; and Evans Pancoast for Township Tax Collector, ending December 31, 2021.

Chairman Oram then read a letter submitted by Brandon Adams, dated December 21, 2017.

“Dear Easttown Township Board of Supervisors,

First of all, let me say what an honor it was to be elected to join your ranks. Easttown Township’s Board of Supervisors does great and difficult work on behalf of its residents. It pains me to relay to you that I will be unable to assume the seat to which I was elected and to work alongside you in the service of our township and its residents.

As I have relayed to Chairman Oram, there was an unsolicited and unexpected change in my employment status during the late stages of the election cycle. In early October, my employer was purchased by another company. This change brought with it new responsibilities for my role and much stricter guidelines with regard to internal compliance policies as it relates to political activity. The result of all of this is that I will be unable, given these circumstances, to properly serve in the role of Supervisor. As soon as these policies were communicated to me, I submitted paperwork to have my name stricken from the November ballot. I believe, however, that it was too late in the cycle for that to be allowed.

On December 8, I met with Chairman Oram and Mr. Dan Fox to communicate these issues and to review the proper procedures for moving forward. We discussed the 30 day period whereby the remaining members of the Board may solicit interest in the position and move to appoint a Supervisor at the end of that period. Although I know my opinion holds no official weight, I communicated that I thought the recent election was indicative of the desires of the Easttown voters. There were four qualified candidates, all willing and able to serve in the role. I told Chairman Oram that I thought the right choice would be to look

to the third-place vote getter from November 7, Michael Wacey. I know Michael to be a committed Easttown resident who would bring a great deal of knowledge and dedication to the table in the role as Supervisor, were he to be appointed.

I hope to be able to work with the Board to find alternative ways to contribute to the work of the township and to continue to be an asset to its residents, if only in an unofficial capacity. Please feel free to reach out to me at any time if I can answer any questions or be of any further assistance. Thank you so much for your time and consideration. Have a very happy holiday season.

Sincerely,  
Brandon Adams”

Chairman Oram then began a discussion regarding the procedure for appointing a Supervisor to the position left vacant by Mr. Adams. He explained that the Board has up to 30 days to appoint a person and that it would be accepting letters of interest and/or resumes up until January 10, 2018 from interested candidates. Deliberations regarding the appointment will be held in public, beginning with the Board’s regularly scheduled meeting on Monday, January 15, 2018.

Margaret Dalesandro, of 610 Clovelly Lane, asked what will happen if a decision is not made at the meeting and Mr. Oram responded that a special public meeting can be advertised and held to continue deliberations.

## **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2017**

Mr. Oram made a motion to appoint Mr. Heppe as Chair of the Board of Supervisors. Mrs. Fadem seconded the motion. Mr. Oram opened the floor to the public and there were no comments. He then called the vote. The motion unanimously passed.

Mr. Oram made a motion to appoint Mrs. Fadem as Vice Chair of the Board of Supervisors. Mr. Heppe seconded the motion. Mr. Oram opened the floor to the public and there were no comments. He then called the vote. The motion unanimously passed.

Mr. Heppe assumed the position of Chairman of the Board and thanked Mr. Oram for his leadership during 2017.

## **APPOINTMENTS**

Chairman Heppe read the following appointments for consideration:

Daniel C. Fox, Township Manager, Secretary, Treasurer and Open Records Officer  
Eugene Briggs, Jr., Assistant Township Manager and Zoning Officer  
David J. Obzud, Chief of Police  
Kate Jones, Assistant Township Secretary

Andrew D. H. Rau, Esquire, Township Solicitor  
The ARRO Group, Consulting Engineer  
Glackin Thomas Panzak, Landscape Architects  
McMahon Transportation Engineers & Planners, Traffic Engineer  
Keystone Municipal Services, Building Inspection Service

Easttown Citizens' Advisory Committee  
Stacey Ballard, *2-year term (exp. December 31, 2019)*  
Buck Buchanan, *2-year term (exp. December 31, 2019)*  
Tom McGurk, *2-year term (exp. December 31, 2019)*  
Kevin Melich, *2-year term (exp. December 31, 2019)*  
Peter Motel, *2-year term (exp. December 31, 2019)*  
Alessandra Nicolas, *2-year term (exp. December 31, 2019)*

Historical Commission  
Bill Friedrich, *3-year term (exp. December 31, 2020)*  
Cheryl Harper, *3-year term (exp. December 31, 2020)*  
Kathleen Weiss, *3-year term (exp. December 31, 2020)*

Library Board  
Dennis Leeper, *3-year term (exp. December 31, 2020)*  
Karl Romberger, *3-year term (exp. December 31, 2020)*  
Katie Wylonis, *3-year term (exp. December 31, 2020)*

Municipal Authority  
Martin Cappelletti, *5-year term (exp. December 31, 2022)*

Planning Commission  
Tim Brennan, *4-year term (exp. December 31, 2021)*

Parks and Recreation Board  
Margaret DePiano, *5 year term (exp. December 31, 2022)*  
Tom Toscani, *5 year term (exp. December 31, 2022)*

Zoning Hearing Board  
William Connor, *3-year term (exp. December 31, 2020)*

Vacancy Board  
Kim A. Reynolds, *1-year term*

Mrs. Fadem requested that the Board consider staggering future appointment terms for the Citizens Advisory Committee.

Chairman Heppe opened the floor to the public. Maryann Piccioni, of 1504 Pennsylvania Avenue, asked about more information regarding Kim A. Reynolds. She then requested that the Township consider putting biographies of Township volunteers on its website. Mrs. Fadem responded that the Citizens Advisory Committee is currently doing a website content analysis and that she would share the request.

On motion by Mrs. Fadem, seconded by Mr. Oram, the Board unanimously approved the appointments.

## **RESOLUTIONS**

Chairman Heppe stated the following resolutions for consideration:

**RESOLUTION 2018-01:** A Resolution designating Tompkins Bank as Depository for Easttown Township for 2018

**RESOLUTION 2018-02:** A Resolution Authorizing Facsimile Signature

**RESOLUTION 2018-03:** Appropriating funds for payment of Salaries, Wages and Benefits for Uniformed and Non-Uniformed Easttown Township Employees

**RESOLUTION 2018-04:** A Resolution Setting Treasurer's Bonds

**RESOLUTION 2018-05:** A Resolution amending the Uniformed Employees' Pension Plan and Trust for the Township of Easttown.

**RESOLUTION 2018-06:** A Resolution Providing Annual Compensation for Each Supervisor of the Township of Easttown

**RESOLUTION 2018-07:** A Resolution Establishing the Emergency Service Coverage of Easttown Township

**RESOLUTION 2018-08:** A Resolution Setting the 2018 Fee Schedule

**RESOLUTION 2018-09:** A Resolution Acknowledging Obligation to Perpetually Maintain the Berwyn Veterans Memorial

Mrs. Fadem made a motion to adopt Resolutions 2018-01 through 2018-09. Mr. Oram seconded the motion. Mrs. Fadem requested that the language be changed on Resolution 2018-06 to reflect that the Supervisors waive their annual compensation by changing the title to "A Resolution Providing No Annual Compensation for Each Supervisor of the Township of Easttown." Mrs. Fadem also requested that the format of Appendix B of Resolution 2018-08 be made clearer. Chairman Heppe opened the floor to the public and there were no comments. He then called the vote. The motion unanimously passed with the two corrections by Mrs. Fadem.

## **PUBLIC FORUM**

None

The meeting adjourned at 7:24 p.m.

## **EASTTOWN TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING MINUTES OF JANUARY 02, 2018**

The January 02, 2018 Regular Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:24 p.m. Supervisors present included: Marc J. Heppe, Chair; Betsy Fadem, Vice Chair; and James W. Oram, Jr. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP, CZO; Scott Albee, Police Lieutenant; Don Curley, PE, AICP; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

### **MINUTES**

Mr. Oram made a motion to approve the minutes from the December 18, 2017 Regular Meeting. Mrs. Fadem seconded the motion. Chairman Heppe opened the floor to the public and there were no comments. The Chair called the vote. The motion unanimously passed.

### **ANNOUNCEMENTS**

Chairman Heppe announced that the Board will meet in Executive Session after the Regular Business Meeting to discuss matters of litigation and read the following announcements:

There will be a Special Planning Commission Meeting regarding the Comprehensive Plan on Wednesday, January 17, 6 pm at Beaumont Elementary School.

The following public meetings will be held at the Township Building unless otherwise stated:

- Planning Commission on Thursday, January 04, 6:30 pm workshop and 7 pm regular meeting
- Citizens Advisory Committee on Monday, January 08, 6:15 pm
- Municipal Authority on Tuesday, January 09, 7 pm
- Comprehensive Plan Task Force Meeting on Wednesday, January 10, 6 pm
- Historical Commission on Wednesday, January 10, 7 pm at Easttown Library
- Policy Committee on Monday, January 15, 5:30 pm
- Next Board of Supervisors meeting on Monday, January 15, 7 pm

### **LIST OF BILLS**

Mr. Oram made a motion to approve the list of bills totaling \$295,428.58, with warrants in the amount of \$143,471.01 and payroll in the amount of \$151,957.57, date ending December 28, 2017. Mrs. Fadem seconded the motion. The Board questioned the staff on miscellaneous aspects of the bills and Mrs. Fadem requested a list of memberships and associations for which the Township pays dues. Chairman Heppe opened the floor to the public and there were no comments. The Chairman called the vote. The motion passed unanimously.

## **SUPERVISOR LIAISON REPORTS**

The Board discussed how to proceed with 2018 liaison assignments and decided to wait until a Supervisor is appointed to the vacant Board position. Mrs. Fadem volunteered to attend the Municipal Authority meeting in January in the interim. In addition, the Board decided to consider 2018 priorities to discuss at a future meeting.

Chairman Heppe opened the floor to the public and there were no comments.

## **DEPARTMENTAL REPORTS**

Mr. Fox outlined the contents of his memo, dated December 29, 2017. After discussion regarding 2017 audit preparation, Chairman Heppe opened the floor to the public and there were no comments.

Mr. Rau explained the process for the public hearing on January 15, 2018 which will be held to consider and possibly adopt various clean-up amendments to the Township Zoning Code. He request that the Board come to a consensus regarding the authorization of advertisement for this meeting and the Board agreed unanimously.

Chairman Heppe asked if the Board or the public had questions or issues for Lieutenant Albee, and there were none.

Mr. Curley outlined the contents of his memo, dated December 27, 2017. After discussion, Chairman Heppe opened the floor to the public and there were no comments.

## **NEW BUSINESS**

### **Landscape Support Services with M&M Landscaping LLC: Contract Extension**

Mr. Curley introduced the Board to this item. In March of 2017, the Board unilaterally approved the first one-year extension of the *Landscaping Support Services* contract with M&M Landscaping LLC (M&M). M&M completes the term of the extension on January 31, 2018. As per the original term of the contract, the Township has the unilateral authority to initiate the second one-year extension. It must notify M&M no later than January 2018.

In general, M&M's service includes spring clean-up, lawn mowing, fall clean-up, and weed control for nineteen Township properties. At this point, staff expects that the annual cost for Year 3 (Extension 2 for the full scope of services) is around \$45,000. These costs are budgeted in the 2018 budget.

Mrs. Fadem made a motion to approve the extension of the Landscaping Support Services contract with M&M through February 01, 2019. Mr. Oram seconded the motion. Mrs. Fadem sought clarification on the annual cost and Mr. Curley said that there was no increase in payment. Chairman Heppe opened the floor to the public and there were no comments. He then called the vote. The motion passed unanimously.

## **OLD BUSINESS**

None

## **PUBLIC FORUM**

Maryann Piccioni, of 1504 Pennsylvania Avenue, sought clarification regarding the process for appointing consultants and vendors for the Township.

## **ADJOURNMENT**

The meeting adjourned at 7:59 pm.

Respectfully submitted,

Kate Jones  
Assistant Township Secretary