

**EASTTOWN TOWNSHIP BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING MINUTES OF JANUARY 03, 2017**

The January 03, 2017 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: Christopher D. Polites, Chairman; James W. Oram, Jr., Vice Chairman, Marc J. Heppe, Betsy Fadem, and Fred Pioggia. Also attending were Dan Fox, Township Manager; Dave Obzud, Police Chief; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

PLEDGE OF ALLEGIANCE

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2017

Chairman Polites made the following statement before opening the floor to the Board for nominations: "Before I turn over the reins to our new Chairman, I want like to take this opportunity to wish everyone a Happy New Year and to thank you for helping make Easttown a great place to live. It has been my privilege to serve as your Chairman this past year, but without your help my successful term as chairman would not have been possible. I have always likened the position of Chairman of the Board of Supervisors as first among equals. And it is my fellow supervisors who are equally responsible for my successful time as Chairman. So thank you to Supervisor Jim Oram, Supervisor Marc Heppe, Supervisor Fred Pioggia, and Supervisor Betsy Fadem. Your collective wisdom, insight, and advice were greatly appreciated. I wish to thank our Township Staff too for their support. Dan Fox, Township Manager, for his leadership and steady hand at the helm. Eugene Briggs, Assistant Township Manager, for taking complex zoning, land development, and subdivision issues and explaining them in understandable language. Karen Wertz, Director of Finance, for taking the position. We have already seen what a new set of ideas can do to improve the handling of our finances. Kate Jones, Administrative Coordinator, for making sure our records and communication with residents is current. David Obzud, Chief of Police, for keeping our community safe. And Andrew Rau, Township Solicitor, for his legal advice and, when necessary, stepping in with legal opinions. Thank you to you all."

On motion by Mrs. Fadem, seconded by Mr. Pioggia, Mr. Oram was unanimously elected as Chairman.

On motion by Mrs. Fadem, seconded by Mr. Oram, Mr. Heppe was unanimously elected as Vice-Chairman.

Chairman Oram thanked Mr. Polites for his service as Chairman of the Board. He stated that Mr. Polites was an effective leader with a steady hand over a year that was, at times, turbulent. For example, that Mr. Polites provided guidance to residents, applicants, and the Board for the Devon Yard project, which ended in successful compromise. He also thanked Mr. Polites for his determination and persistence in his goal to

strengthen the Township's financial procedures and controls. Lastly, Mr. Oram thanked Mr. Polites for his fairness and methods of inclusion for all issues both in public and in private executive sessions.

APPOINTMENTS

Daniel C. Fox, Township Manager, Secretary, Treasurer and Open Records Officer

David J. Obzud, Chief of Police

Eugene C. Briggs, Jr., Township Zoning Officer

Kate Jones, Assistant Township Secretary

Andrew D. H. Rau, Esquire, Township Solicitor

The ARRO Group, Consulting Engineer

Glackin Thomas Panzak, Landscape Architect

McMahon Transportation Engineers & Planners, Traffic Engineer

Keystone Municipal Services, Building Inspection Service

Historical Commission: Anna Sicalides, *3-year term (exp. December 31, 2019)*

Library Board:

Eleanor Barger, *3-year term (exp. December 31, 2019)*

Kathryn E. Lewis, *3-year term (exp. December 31, 2019)*

Ronald L. Mintz, *3-year term (exp. December 31, 2019)*

Parks and Recreation Board: Joan Stillwell, *5-year term (exp. December 31, 2021)*

Planning Commission: John McCarty, *4-year term (exp. December 31, 2020)*

Zoning Hearing Board:

Michael J. Tierney, *3-year term (exp. December 31, 2019)*

Roman J. Koropecy, Alternate *3-year term (exp. December 31, 2019)*

Larry "Buzz" Wood, Alternate *3-year term (exp. December 31, 2019)*

Vacancy Board: Kim A Reynolds, *1-year term (exp. December 31, 2017)*

There was no public comment.

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

RESOLUTIONS

Chairman Oram asked Mr. Fox to introduce Resolutions 2017-01, 2017-02, 2017-03, 2017-04, 2017-05, 2017-06, and 2017-07 and called for a motion.

RESOLUTION 2017-01; A Resolution designating Tompkins Bank as Depository for Easttown Township for year 2017

RESOLUTION 2017-02; A Resolution Authorizing Facsimile Signature

RESOLUTION 2017-03; Appropriating funds for payment of Salaries, Wages and Benefits for Uniformed and Non-Uniformed Easttown Township Employees

RESOLUTION 2017-04; A Resolution Setting Treasurer's Bonds

RESOLUTION 2017-05; A Resolution amending the Uniformed Employees' Pension Plan and Trust for the Township of Easttown.

RESOLUTION 2017-06; A Resolution Waiving Annual Compensation for Each Supervisors of the Township of Easttown

RESOLUTION 2017-07; A Resolution Establishing the Emergency Service Coverage of Easttown Township

There was no public comment.

On motion by Mr. Heppe, seconded by Mr. Polites, the Board unanimously adopted Resolutions 2017-01 through 2017-07.

PUBLIC FORUM

None

The meeting adjourned at 7:20 p.m.

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING MINUTES OF JANUARY 03, 2017

The January 03, 2017 Organizational Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:20 p.m. Supervisors present included; James W. Oram, Jr., Chairman, Marc J. Heppe, Vice Chairman, Betsy Fadem, Fred Pioggia, and Christopher D. Polites. Also attending were Dan Fox, Township Manager; Dave Obzud, Police Chief; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

MINUTES

On motion by Mr. Heppe, seconded by Mr. Polites, the minutes of the regular business meeting of December 19, 2016 were unanimously approved.

ANNOUNCEMENTS

Chairman Oram announced that the Board met in Executive Session prior to the Organizational Meeting to discuss matters of litigation and personnel.

The Township Administrative Offices will be closed on Monday, January 16 in observance of the Martin Luther King, Jr. Holiday.

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

- Planning Commission on Wednesday, January 4, 6:30 pm workshop and 7 pm regular meeting
- Citizens Advisory Committee on Monday, January 9, 6:15 pm
- Municipal Authority on Tuesday, January 10, 7 pm
- Historical Commission on Wednesday, January 11, 7 pm at Easttown Library
- Next Board of Supervisors meeting on Tuesday, January 17, 7 pm.

Mr. Pioggia added that the Hilltop Subcommittee meets on January 11, 6 pm, at the Township Building.

LIST OF BILLS

Mr. Heppe sought clarification between copier rental costs and copier supply costs.

Mrs. Fadem noted that this set of bills includes the Township's quarterly contribution to the Paoli Fire Company in the amount of \$10,000. She also requested that Staff clarify the amount it collects in trash

bills compared to the amount the Township pays to Waste Management for trash collection each month. Lastly, Mrs. Fadem sought itemization of the credit card charges listed.

There was no public comment.

On motion by Mr. Pioggia, seconded by Mrs. Fadem, the Board unanimously approved payment of \$324,943.69; a total of Warrants (\$199,365.53) and Payroll (\$125,578.16), date ending December 29, 2016, with Mr. Heppe recusing himself from voting on check number 6226.

SUPERVISOR LIAISON REPORTS

Due to absence of Township meetings during the holidays, Mr. Heppe, Mr. Oram, Mrs. Fadem, and Mr. Polites did not have reports. Mr. Pioggia shared details of some recent Police Department events, including making a young Easttown resident, Jayson, who has leukemia, an Easttown Police Department Junior Deputy and a basketball game against high school students at Green Valley Academy.

Chairman Oram requested that the Board discuss 2017 Liaison assignments at the next Board meeting on Tuesday, January 17.

DEPARTMENTAL REPORTS

Mr. Fox updated the Board regarding administrative matters, including switching Township banks from TD to Tompkins and finalizing details to have Chester County collect the Township's real estate taxes in 2017.

Louise Story, of 2060 Buttonwood Road, asked for clarification regarding the purpose of an elected tax collector.

Tom Aichele, of 446 Green Hill Lane, noted that the County already imposes tax liens for outstanding township real estate tax bills, and that assigning tax collection to the County streamlines the overall collection process for the Township.

NEW BUSINESS

Resolution 2017-08, Fee Schedule

Mr. Fox introduced the Board to this item. In 2015, and as a result of the increased costs to conduct business, Staff was asked to evaluate the Township's fees to identify any need for updating in an effort to help offset its costs in processing permit applications and providing services that benefit individual property owners. This evaluation process considered the following: Fees authorized by the Code of the Township of Easttown; Fees allowed under the Second Class Township Code; Fees allowed under the

Pennsylvania Municipalities Planning Code; Staff time associated with processing various applications and providing services that benefit individual property owners; and Current fee schedules from neighboring townships. In August of 2015, Resolution 2015-05 was adopted updating the Township's Fee Schedule and the Consultant Fee Reimbursement Policy and Procedures. This updated Fee Schedule was prepared with input from Betsy Fadem, the Township Solicitor, and the Administrative, Building Code, Engineering, Finance, Police, Public Works, and Zoning Departments. The updated Fee Schedule consolidates fees charged by the Township into a single resolution that can be easily updated each January and is more user friendly for both Staff and the Public. This year's update, proposed Resolution 2017-08, is before the Board for consideration.

On motion by Mr. Heppe, seconded by Mrs. Fadem, the Board unanimously adopted Resolution 2017-08 updating the Easttown Township Fee Schedule.

2017 Chairman's Initiatives

Chairman Oram introduced this item to the Board. The Chairman's initiatives are projects that Subgroups of Board members and Staff will address throughout the year and report upon monthly at Board meetings. Mr. Oram offered his five initiatives as follows:

1. Continue to focus on communication with residents and stay abreast of the latest technological platforms for communication.
2. Resolve short-term space building space issues, especially as it pertains to the needs of the Police Department.
3. Document Township policies and procedures, including but not limited to the Supervisor Discretionary Fund, appointments to Boards and Commissions, and governance issues.
4. Resolve the property issue between the Tredyffrin-Easttown School District and the Easttown Public Library.
5. Continue to explore Hilltop House as a performing financial asset for the Township.

Chairman Oram invited the other Supervisors to announce their goals at the Board meeting on Tuesday, January 17 for discussion and solidification of overall 2017 initiatives.

OLD BUSINESS

None

PUBLIC FORUM

Maxine Washington, of 50 Walnut Avenue, asked Chief Obzud for an update on the Walnut Avenue traffic study. Chief Obzud responded that his Traffic Officer had completed his study and that Walnut Avenue is not a highly trafficked road. In addition to and for the duration of the month-long study there was not a

documented incident that is citable by the Department. Given this, the Chief stated there is not much that can be done by the Township other than to remain vigilant in that area as residents continue to complain about drivers violating the one way road signs.

ADJOURNMENT

The meeting adjourned at 7:59 pm.

Respectfully submitted,

Kate Jones
Assistant Township Secretary