

**WILLISTOWN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NUMBER 28 OF 2024

**A RESOLUTION ESTABLISHING AN ADVISORY COMMITTEE TO ADVISE ON THE
FORMATION OF AN OPERATING WASTEWATER MUNICIPAL AUTHORITY**

WHEREAS, the Willistown Township Board of Supervisors (the “Board of Supervisors”) desires to create a operating wastewater municipal authority (the “Authority”); and

WHEREAS, the Board of Supervisors desires to include the input of Township residents interested in and dedicated to the process of establishing the Authority.

NOW THEREFORE BE IT RESOLVED, that the Board of Supervisors hereby creates and establishes an advisory committee to advise on the formation of an operating wastewater municipal authority as follows:

Section 1. Establishment, membership, quorum, removal.

- A. There is hereby created the Willistown Township Wastewater Authority Advisory Committee (the “Committee”) in accordance with the terms set forth herein..
- B. The Committee shall be comprised of five members appointed by the Board of Supervisors who are:
 - a. Residents of Willistown Township;
 - b. Sewer system rate payers in good standing;
 - c. Equipped with specialized skills and knowledge in the field of utilities, finance, law, or engineering; and
 - d. Dedicated to the creation of the Authority.
- C. Three members of the Committee shall constitute a quorum.
- D. The Board of Supervisors retains exclusive discretion over membership in the Committee. Any member who acts in opposition to or obstructs the goal of establishing the Authority may be removed by the Board of Supervisors, at the Board of Supervisors’ exclusive discretion.
- E. The Board of Supervisors retains exclusive control over the Committee, and may disband it any time, for any reason.
- F. The Committee shall automatically terminate upon the formation of the Authority, absent specific action taken by the Board of Supervisors to extend its existence beyond formation of the Authority.

Section 2. Organization.

- A. At its first meeting, the Committee shall elect a chair, vice chair, secretary and other such officers as the Committee may deem appropriate.
- B. The Committee Chair shall prepare an agenda for each meeting and coordinate with Township staff to arrange for consultants and experts to attend meetings, as needed.
- C. The Committee Secretary shall keep minutes of all meetings and shall provide a copy of those minutes to the Secretary of the Board of Supervisors.

Section 3. Responsibilities.

- A. The Committee is created by the Board of Supervisors with the goal of advising the Board of

Supervisors on the establishment of the Authority. All work of the Committee shall be in pursuit of this goal.

- B. The Committee shall meet at least once a month.
- C. The Committee shall offer recommendations to the Board of Supervisors regarding the technical, legal, and financial specifications related to the establishment of the Authority.
- D. The Committee shall advise on the creation of documents, written instruments, and legislation, necessary to formally establish the Authority.
- E. The Committee is strictly advisory in nature, shall have no independent or binding authority, and serves entirely at the pleasure of the Board of Supervisors.

Section 4. Rules and regulations.

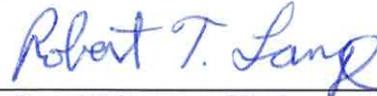
- A. The meetings of the Committee shall be open to the public and subject to the Pennsylvania Sunshine Act, 65 Pa.C.S. §§701-716.
- B. The Committee may establish such rules and regulations to ensure the orderliness of meetings.

Section 5. Compensation; expenditure of funds.

All members of the Committee shall serve without compensation but may, at the sole discretion of the Board of Supervisors, be reimbursed certain reasonable expenses upon prior approval by the Board of Supervisors. The Committee shall neither expend funds nor incur obligations without specific prior and written appropriation by the Board of Supervisors.

ADOPTED this 16th day of December 2024.

**BOARD OF SUPERVISORS
WILLISTOWN TOWNSHIP**



Robert T. Lange, Chair

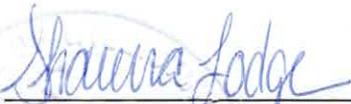


William R. Shoemaker, Vice Chair



Molly H.B. Perrin, Member

ATTEST



Shanna Lodge, Secretary

