

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
SUGARTOWN ELEMENTARY SCHOOL, 611 SUGARTOWN ROAD, MALVERN, PA
MONDAY, JANUARY 6TH, 2020 AT 6:30 PM**

ANNUAL REORGANIZATION MEETING AGENDA

A. Call to Order

B. Pledge of Allegiance to the Flag and Moment of Silence for Military Personnel

C. Organization of the Board of Supervisors - *Public Comment Before Voting*

1. Motion to Appoint a Supervisor as Temporary Chairman for Reorganization
2. Motion to Appoint Chairman for calendar year 2020
3. Motion to Appoint Vice-Chairman for calendar year 2020

D. Administration of the Oaths of Office for Newly Elected Officials by District Justice Thomas Tartaglio

1. Robert T. Lange, Willistown Township Supervisor
2. Rachel Shoemaker, Willistown Township Tax Collector
3. John C. George, Elected Auditor of Willistown

E. Motion to Appoint Township Officials- *Public Comment Before Voting*

- **Township Manager & Secretary:** Sally Slook
- **Chief of Police:** John M. Narcise
- **Treasurer & Finance Director:** Martin F. McKenzie
- **Public Works Director:** William R. Hagan
- **Sewer Department Manager:** William R. Hagan
- **Roadmaster:** James S. Stairs
- **Parks & Recreation Director:** Mary N. Hundt
- **Zoning Officer & Subdivision Officer:** Daniel E. Malloy, P.E.
- **Building Code Official & Deputy Zoning Officer:** Edward J. Tiernan
- **Township Engineer:** Michael R. Conrad, P.E., Yerkes Associates
- **Sanitary Sewer Engineer:** William N. Malin, P.E., Carroll Engineering Corp.
- **Traffic Engineer:** Michael W. Schenider, P.E. Pennoni
- **Township Solicitor:** Vincent M. Pompo, Esq., Lamb McErlane, PC
- **Zoning Hearing Board Solicitor:** Stacey L. Fuller, Esq., Gawthrop Greenwood, PC
- **Open Records Officer:** Jennifer P. Jacobs
- **Representative to Valley Forge Sewer Authority:** Dan E. Malloy, P.E.

F. Motion to Appoint Township Boards and Commissions- *Public Comment Before Voting*

- **Planning Commission:** Arthur E Newbold (4 years)
- **Planning Commission:** William R. Shoemaker (4 years)
- **Park & Recreation Board:** Denise A. Valkenburgh (5 years)
- **Recycling Commission:** Molly Perrin (2 years)
- **Recycling Commission:** Bruce Hartlein (2 years)
- **Recycling Commission:** Mark Bem (2 years)
- **Recycling Commission:** Susan Vogel (2 years)

- **Open Space Review Board:** Robert Kacergis (5 years)
- **Open Space Review Board:** Jeffrey F. Vincent (5 years)
- **Land Conservancy Authority:** Robert T. Lange (5 years)
- **Bartram Bridge Commission:** Tina Conn (2 years)
- **Bartram Bridge Commission:** Eric Gerst (2 years)
- **Vacancy Board:** Rita Reves (1 year)
- **Paoli Library Board:** Christa Melotti (3 years)

G. Unfinished Business

H. New Business - *Public Comment Before Voting on Each Item*

1. Motion to Approve of Minutes of Regular Meeting of December 16, 2019
2. Motion to Approve List of Expenditures and Interfund Transfers Dated January 3, 2020
3. Motion to Approve Resolution 1 of 2020 – Designation of Depositories for Township Funds (TD Bank, Meridien, Santander, US Bank)
4. Motion to Approve Resolution 2 of 2020 – Update Fee Schedule and Fees for Township Consultants
5. Motion to Approve Resolution 3 of 2020 – Invoices and Disbursements Between Meetings
6. Motion to Approve Resolution 4 of 2020 – Appointment to the Zoning Hearing Board
7. Motion to Approve Resolution 5 of 2020- Designation of Emergency Service Providers
8. Motion to Approve Revised Sick and Personal Time Policy for Non-Uniformed Personnel
9. Motion to Approve Appointment of Delegates to PSATS Conference:
 - Delegate Sally Slook
 - Delegate Martin F. McKenzie
 - Voting Delegate William Shoemaker
10. Motion to Approve Treasurer’s Bond for Finance Director in the Amount of \$3,000,000
11. Motion to Approve Township Manager’s Bond in the Amount of \$3,000,000
12. Motion to Waive Supervisors’ Compensation for 2020
13. Motion to Approve Emergency Sewer Repair on Jacqueline Drive to Wexcon, Inc., Utility Contracting in the Amount of \$33,376.00

I. Citizens’ Comments

J. Next Meeting - All Meetings Are Open to the General Public

Monday, January 27th, 2020 at 7:00 PM in the Municipal Meeting Room at 688 Sugartown Road.

K. Adjournment