

West Vincent Township
Board of Supervisors Meeting

January 6, 2014 7:30 PM

Attendance: Kenneth Miller, David Brown, John Jacobs, Township Manager Jim Wendelgass, Allan Greenwood, of Siana, Bellwoar and McAndrew, LLP, Township Solicitor and Township Secretary Tammy Swavely

Mr. Miller opened the Reorganization Meeting at 7:31 PM.

Mr. Brown nominated Alan Greenwood for the position of **Temporary Chairman**. Mr. Miller seconded the motion, there was no public comment and it carried unanimously.

Mr. Jacobs nominated Tammy Swavely for the position of **Temporary Secretary**. Mr. Brown seconded the motion, there was no public comment and it carried unanimously.

Mr. Greenwood called to order the Township's organization meeting for 2014 at 7:34 PM.

Mr. Brown nominated **Kenneth Miller** for the position of Chairman of the Board of West Vincent Township Supervisors. Mr. Jacobs seconded the motion. There were no other nominations. There was no public comment and the motion carried unanimously.

Mr. Jacobs nominated **David Brown** for the position of Vice-Chairman of the Board. Mr. Miller seconded the motion, there was no public comment and the motion carried unanimously.

Mr. Miller made the motion to approve the following **Appointments for the year 2014**:

Reappointment of Tamara Swavely as **Township Secretary**.

Reappointment of Danielle Hewitt as **Township Treasurer**.

Reappointment of William Dietrich to the **Planning Commission** for an additional 4-year term to expire 12/31/17 and the appointment of Ted Otteni to the remainder of the term of the vacant position on the **Planning Commission** which expires 12/31/14.

Reappointment of Jane Gaffer to the **Zoning Hearing Board**, for a 5-year term to expire 12/31/18.

Reappointment of Victoria Laubach and Christy Martin to the **Environmental Advisory Council** for an additional 3 year term to expire 12/31/16.

Reappointment of Jim Desinger to the **Park and Recreation Commission** for an additional 5 year term to expire 12/31/18.

Mr. Brown seconded the motion which carried unanimously.

Mr. Miller made the motion that the Township appoint officers, officials, depositories, consultants and commission appointments for 2014 as presented. Mr. Brown seconded the motion which carried unanimously.

Mr. Jacobs made the motion to adopt and approve the **2014 Regular Township Meeting Schedule** as presented. Mr. Brown seconded the motion which carried unanimously.

Mr. Brown made a motion to approve and set the amount of the **Treasurer's bond** at \$2,000,000 with a total cost of \$1,250. Mr. Jacobs seconded the motion which carried unanimously.

Mr. Jacobs made the motion that the Board of Supervisors adopt **Resolution 1-2014** establishing the area of responsibility for police, fire, rescue and ambulance. The Chester County Board of Commissioners requires municipalities to submit a Resolution annually listing the organizations responsible for providing fire, ambulance, police and rescue protection in the municipality and delineating the response territories where two or more organizations are involved in providing the same service. Mr. Brown seconded the motion and it carried unanimously.

Mr. Brown made the motion to adopt **Resolution 2-2014** establishing the Township Manager's Compensation at \$108,495.25 per annum. Mr. Jacobs seconded the motion and it carried unanimously.

Mr. Jacobs made the motion that the West Vincent Township Board of Supervisors adopt **Resolution 3-2014** as the Fee Schedule for 2014 in the form submitted to the Board at the Reorganization meeting, consisting of 6 pages including sections for Residential New Construction, Commercial New Construction, General Permits, Fire-code Official Fees, Board of Appeals Fees, Board of Supervisor Fees, Township Printed materials, Miscellaneous Fees, Subdivision/Land Development Fees, Engineering and Legal fees, Land Planner and Traffic Engineer Fees with an Electrical Fee Schedule attached consisting of 5 pages. Mr. Brown seconded the motion and it carried unanimously.

Mr. Brown made the motion that Township approve Resolution **4-2013** in the form presented establishing the mileage reimbursement at \$.56. Mr. Jacobs seconded the motion and it carried unanimously.

Brian Curry, 512 Blackhorse Road, interjected stating he would like to know all of the appointments and why wasn't he allowed to have comment. After a discussion, Mr. Miller made the motion rescinded the appointments motion made earlier in the meeting. Mr. Brown seconded the motion, there was no public comment and the motion carried unanimously. Mr. Miller read the following appointments into the record:

Motion to appoint the following positions:

Township Solicitor –Siana, Bellwoar & McAndrew, LLP
Special Counsel – Anne Porter

Township Manager – James Wendelgass
Zoning Officer – Sandra Cantrell-Edwards
Building Code Officer – Sandra Cantrell-Edwards
Building Inspector – Richard Raichle
Treasurer – Danielle Hewitt
Township Secretary – Tamara Swavely
Code Office Assistant – Jason Barron
Assistant Secretary – Ruth McVey
Payroll Clerk – Paychex, Inc.
Tax Collectors – Berkheimer Associates and Keystone Collections Group
Tax Hearing Officers – Berkheimer Associates and Keystone Collections Group
Engineer – Kenneth R. Yerger, Jr., P.E., and Carroll Engineering Corporation
Traffic Engineer – Caruolo Associates, Inc.
Roadmaster – Kenneth Miller, Jr.
Road Foreman – Mark Hughes
Part-Time Park Maintenance – David Gottier
Animal Control – Glenn Deery
Police Chief – Michael Swininger
Emergency Management Director – James Gooding
Emergency Management Board Liaison – Kenneth Miller
Depositories – DNB First, PLGIT, US Bank, Penn Liberty
Voting Delegate to State Convention – Kenneth Miller
Elected Auditors – Jeff Lewis, Barbara Dunn, Maria Holderness
CPA and External Auditor - Barbacane, Thornton & Company
Vacancy Board Chairman – George Burnley
Open Records Officer – James Wendelgass

Northern Federation Representatives

Planning Commission Member-Vacancy
James Wendelgass
David Brown-Board of Supervisor Representative

Phoenixville Regional Planning Committee Members

David Brown-Voting Member
Kenneth Miller – Alternate Voting Member
James Wendelgass-Alternate
Sara Shick - Planning Commission Member

Planning Commission appointments and terms (4 year term, to expire on December 31st of the listed year):

George Martin, 2015
Sara Shick, 2014
Robert Kaiser, 2016
Ted Otteni, 2014
Barbara Mueller, 2015
Steve Merroth, 2016

William Dietrich, 2017
Board of Supervisor Liaison – Ken Miller

Environmental Advisory Council appointments and terms (3 year term to expire on December 31st of the listed year):

Victoria Laubach, 2016
Donald Cook, 2015
Christy Martin, 2016
Janis Beale, 2015
Harriet Stone, 2014
Suzanne Roth, 2015
Vacancy, 2014
Board of Supervisors Liaison- John Jacobs
Planning Commission Liaison – Bill Dietrich

Open Space Advisory Committee appointments and terms (1 year term to expire on December 31st of the listed year):

Benjamin James, 2014
Harriet Stone, 2014
Harry Saunders, 2014
Donna Delany, 2014
Barbara Mueller, 2014
Pam Brown, 2014
Kenneth Miller, Jr., 2014 and Board of Supervisors Member
Robert Kaiser, 2014 and Planning Commission Member

Zoning Hearing Board appointments and terms (5 year terms, to expire on December 31 of the listed year):

Larry Shontz, Chairman, 2015
Karl Brachwitz, 2016
Jane Gaffer, 2018
Kenneth Frame, 2017
Katherine (Kit) Trolier, 2014
Zoning Hearing Board Solicitor – James Tupitza
Board of Supervisor Liaison – David Brown

Park and Recreation Board appointments and terms (5 year terms, to expire on December 31 of the listed year):

Sara Shick, 2015
Brad Dyer, 2016
Jim Deisinger, 2018
Steven Meyer, 2017
Bill Dietrich, 2014
Vacancy, 2015
Steve Merroth, 2017
Board of Supervisor Liaison – Kenneth I. Miller, Jr

Agriculture Security Board appointments and terms (1 year terms to expire on December 31 of the listed year):

Kenneth I. Miller Jr., 2014
Thomas Olszanowski, 2014
Wheeler Aman, 2014
Harry Emery, 2014
Raymond Nestorick, 2014

Sustainability Committee appointments and terms (4 year terms to expire on December 31st of the listed year):

Ben James, 2016
Kip Archinal, 2017
Penny Fulton, 2014
Adrienne Boyance, 2014
Diane Phillips, 2015
Sam Cantrell, 2015
Katherine (Kate) Damsgaard, 2015
Karen Arthur, 2017
Vacancy, 2016
Sara Shick- Park and Recreation Liaison
EAC Liaison
Board of Supervisors Liaison- John Jacobs

Trash Task Force appointments and terms (1 year term to expire on December 31st of listed year):

Peter Gaffer, 2014
Eugene Briggs, 2014
Bob Kaiser, 2014
Harry Saunders, 2014
Ted Otteni, 2014
John Rieder, 2014
Steven Bazil, 2014
Chip Farnham, 2014
Penny Furgess-Hodgkins, 2014

Mr. Brown seconded the motion, there was no public comment and the motion carried unanimously.

Mr. Jacobs made the motion that the Township approve **Resolution 5-2014** in the form presented appointing Barbacane Thornton as the appointed auditor of Township purposes of conducting the 2013 audit. Mr. Miller seconded the motion, there was no public comment and it carried unanimously.

Meeting adjourned 7:55 PM

Respectfully Submitted, Tammy Swavely, Township Secretary