

DRAFT of 01/28/14

Chadds Ford Township
Delaware County, PA

Board of Supervisors' Reorganization Meeting
Monday, January 6, 2014
7:00PM

Officials Present:

Keith Klaver, Chairman
George Thorpe, Vice Chairman
Frank Murphy, Supervisor
Judy Lizza, Manager
Hugh Donaghue, Solicitor
Michael Schneider, Engineer
Valerie Hoxter, Tax Collector
Matt DiFilippo, Secretary

Call to Order

Keith Klaver called the meeting to order at 7:00PM. Frank Murphy and Valerie Hoxter were sworn in by Judge Cartisano.

Upon motion and second (Klaver/ Thorpe) the Board appointed Frank Murphy as Temporary Chairman.

Upon motion and second (Klaver/ Thorpe) the Board appointed Matt DiFilippo as Secretary.

Upon motion and second (Thorpe/ Murphy) the Board appointed Keith Klaver as Chairman.

Upon motion and second (Klaver/ Murphy) the Board appointed George Thorpe as Vice Chairman.

Upon motion and second (Murphy/ Thorpe) the Board adjourned the temporary meeting.

Upon motion and second (Thorpe/ Murphy) the Board appointed the following Township Officials and Professional Services:

- Matt DiFilippo, Township Secretary and Right-to-Know Officer
- Barbara Biedekapp, Township Treasurer and Assistant Secretary
- Judy Lizza, Township Manager
- Building Inspections Underwriters, Inc, specifically Barbara Kearney, Code Enforcement, Zoning Officer and Building Inspector

- United Inspections, Inc, specifically Len Warren, Electrical Inspector
- George Thorpe, Roadmaster
- Michael Daily, Fire Marshal
- Judy Lizza, Emergency Management Coordinator
- Allen R. Strickler, Animal Control Officer
- Donaghue and Labrum, specifically Hugh Donaghue, Township Solicitor
- Francis Sbandi, Zoning Hearing Board Solicitor
- Pennoni Associates, specifically Joe Mastronardo, Township Engineer, Traffic Engineering and Landscaping Services
- Pennoni Associates, specifically John Renzo, Sewage Enforcement Officer
- Register Associates, specifically James Fritsch, Alternate Township Engineer
- Ray Ott & Associates, specifically Ray Ott, Township Land Planner
- Brandywine Conservancy, Additional Township Consultant

The appointment of an Alternate Township Solicitor was deferred to the next Board of Supervisors' Meeting.

Upon motion and second (Murphy/ Klaver) the Board appointed Craig Huffman to a 4-year term on the Planning Commission (2018).

Upon motion and second (Murphy/ Thorpe) the Board appointed Tom Kerwin to fill the unexpired vacant position on the Planning Commission completing the remaining 2 years of the 4-year term (2016).

Upon motion and second (Murphy/ Thorpe) the Board appointed Dennis Henry to a 5-year term on the Sewer Authority (2019).

Upon motion and second (Murphy/ Thorpe) the Board appointed Robert Reardon to a 3-year term on the Zoning Hearing Board (2017).

Upon motion and second (Murphy/ Thorpe) the Board appointed Mike DelRossi, Janet Ebert, Dave Poston, Patricia Foell and ad hoc Lois Saunders to 2-year terms on the Open Space Committee (2016).

Upon motion and second (Murphy/ Thorpe) the Board appointed Noelle Barbone to a 5-year term on the Historical and Architectural Review Board (2019).

Upon motion and second (Murphy/ Thorpe) the Board appointed Jerome Heisler, Gary Sharp and Wayne Megill to 1-year terms on the UCC Board of Appeals (2015).

Upon motion and second (Murphy/ Thorpe) the Board appointed William Delany, Tom Kerwin, Dennis Henry and Deb Lott to 1-year terms on the Citizens Emergency Response Team Committee (2015).

Upon motion and second (Murphy/ Thorpe) the Board appointed Gail Force to a 1-year term as the Vacancy Officer (2015).

Upon motion and second (Murphy/ Thorpe) the Board appointed the following volunteers to the following Community Task Forces:

Kathleen Goodier and Deb Reardon, Brandywine Scenic Byway
Deb Reardon and Dave Poston, Brandywine Battlefield Task Force
Deb Reardon and Dave Poston, Struble Greenway Task Force

Upon motion and second (Murphy/ Thorpe) the Board approved the formation of a Strategic Planning Committee.

Supervisor Murphy explained that the intent of the Strategic Planning Committee is to adequately address issues in the Township such as traffic, construction and taxation.

Upon motion and second (Murphy/ Thorpe) the Board approved the formation of a Financial Advisory Board.

Chairman Klaver explained that the intent of the Financial Advisory Board is to help the Township with financial planning.

Supervisor Murphy announced the Supervisor liaisons for the following committees and boards:

Vice Chairman Thorpe, Historical and Architechtural Review Board
Supervisor Murphy, Planning Commission
Supervisor Murphy, Open Space Committee
Vice Chairman Thorpe, Sewer Authority
Chairman Klaver, Citizens Emergency Response Team
Chairman Klaver, Financial Advisory Board
Supervisor Murphy, Strategic Planning Committee.

Chairman Klaver thanked everyone who responded to be a volunteer on one of the Township's committees or boards, and explained that because of the number of incumbents and limited spaces available, all of the interested volunteers couldn't be appointed.

Upon motion and second (Murphy/ Klaver) the Board adopted Resolution 2014 – 01: Official Bank Depositories.

Upon motion and second (Murphy/ Thorpe) the Board adopted Resolution 2014 – 02: Mileage Reimbursement Rate.

Upon motion and second (Thorpe/ Murphy) the Board adopted Resolution 2014 – 03: County Aid Resolution.

Upon motion and second (Thorpe/ Murphy) the Board adopted Resolution 2014 – 04: Concordville Fire Protection Contract.

Upon motion and second (Thorpe/ Murphy) the Board adopted Resolution 2014 – 05: Township 2014 Fee Schedule.

Upon motion and second (Thorpe/ Murphy) the Board adopted Resolution 2014 – 06: Township 2014 Fee-in-Lieu.

Upon motion and second (Thorpe/ Murphy) the Board adopted Resolution 2014 – 07: Township Special Temporary Sign Permit.

Upon motion and second (Murphy/ Klaver) the Board approved (2-1) the digital recording of all Board meetings and workshops (Thorpe, opposed).

Vice Chairman Thorpe explained that recording meetings creates an additional burden on the Township Secretary. He continued that audio recordings of Board meetings and workshops are unofficial and cannot be used to clarify legal matters like a court reporter document.

Chairman Klaver commented that only the official minutes will be approved and that the recording will help confirm what was said during the meeting for the approved minutes.

Solicitor Donaghue confirmed that the official minutes will be official records and that the recordings will be kept on file with the approved minutes.

An audio recording of the Reorganization meeting begins here.

Upon motion and second (Murphy/ Thorpe) the Board adopted Resolution 2014 – 08: Township 2014 Meeting and Holiday Schedule.

Samantha Reiner, Webb Road, inquired about any changes to the meeting schedule compared to last year's schedule, and commented that the 15 Holidays is too much. Supervisor Murphy responded that the meeting dates will stay the same but the workshop will change to the Wednesday before the meeting date and be held at 7:00PM. Chairman Klaver confirmed that the Holidays are set by the County of Delaware.

Bruce Prabel, Heyburn Road, inquired about receiving a meeting schedule and if it would be circulated.

Upon motion and second (Thorpe/ Murphy) the Board designated the Delaware County Times as the newspaper of general circulation for publication of Township notices.

Katherine King, Ring Road, asked why public notices were not placed in a more well-read paper like the Daily Local News out of West Chester, PA. Solicitor Donaghue responded that the Delaware County Daily Times is within the County of Delaware.

Deb Love, Fox Pointe Court, announced that the Daily Times can be accessed online free of charge.

Upon motion and second (Thorpe/ Murphy) the Board approved advertising the Township's 2014 Meeting and Holiday Schedule in the Delaware County Daily Times.

Upon motion and second (Thorpe/ Murphy) the Board established bonds for the following Township Officials:

Township Treasurer, \$300,000

Township Secretary, \$300,000.

Upon motion and second (Thorpe/ Murphy) the Board designated Supervisor Murphy as the Official Voting Delegate to the annual PSATS Convention.

Samantha Reiner, Webb Road, inquired about the Manager's salary. It was confirmed that a resolution was passed at the December meeting setting the salaries for the Township staff.

Chairman Klaver adjourned the Reorganization meeting at 7:44PM.

Respectfully submitted,

Matt DiFilippo, Secretary