

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REORGANIZATIONAL MEETING
Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown
Monday, January 6, 2014 at 7:30PM

In attendance were: Thomas F. Haws, Carol DeWolf, Mike Di Domenico, Township Manager Robert Layman, Township Roadmaster Mark Gross, Planning Commission Member Elaine Adler, Assistant Planning and Zoning Director Chris Patriarca, and Finance Director JoAnne Grube. There were 30 guests in attendance.

I. Call to Order.

Acting chairman Robert Layman called the meeting to order at 7:30PM and led those present in the Pledge of Allegiance.

II. Nomination of Board of Supervisors Chairman

Mr. Layman called for nominations for Chairman of the Board. Mr. Di Domenico nominated Ms. DeWolf, and she seconded the motion. There were no other nominations. The motion was approved 2-1. Chairman DeWolf then took over the meeting.

III. Nomination of Board of Supervisors Vice Chairman

Chairman DeWolf made a motion nominating Mike Di Domenico as Vice Chair. Mr. Haws seconded the motion. There was no public comment, and the motion was approved.

IV. Nomination of Police Commissioner

Mr. Di Domenico nominated Mr. Haws as Police Commissioner. Ms. DeWolf seconded the motion. There was no public comment, and the motion was approved.

V. Appointments

- A. Township Manager – Robert Layman
- B. Township Secretary – Robert Layman
- C. Township Treasurer – Robert Layman
- D. Zoning Officer – Elaine Adler
- E. Assistant Zoning Officer – Chris Patriarca
- F. Director of Finance – JoAnne Grube
- G. Township Planning Commission – Jim Lees, vacancy
- H. Township Zoning Hearing Board – Dave Scaggs, Laura Scanlon
- I. Park & Recreation Commission – Kristine Lisi
- J. Township Road Master – Mark Gross
- K. Township Historical Commission – Patrick McDonough
- L. Recycling Coordinator – Pam Coleman
- M. Vacancy Board – 1 year term – Joseph Stratton
- N. Township Solicitor – Gawthrop Greenwood – Robert Adams
- O. Township Engineer – McCormick Taylor – Kevin Matson
- P. Sanitary Sewer Consultants - URS
- Q. Auditors – Mingis, Gutowski & Company
- R. Council of Local Governments Representative – Carol DeWolf
- S. Fire Marshal – Robert Doan

Mr. Di Domenico made a motion to approve all appointments except item “G” as presented. Mr. Haws seconded the motion. There was no public comment and the motion was approved. Mr. Haws made a motion to re-appoint Mr. Lees to the Planning Commission, seconded by Ms. DeWolf. There was no public comment and the motion was approved.

Mr. Di Domenico then nominated Dane Criddle to fill the vacancy on the Planning Commission. Mr. Haws seconded the motion, but stated for the record that Mr. Barber also applied for the vacancy.

Michael Kane, 207 Oakbourne Road, wanted to know how to go about nominating himself for a vacancy. Ms. DeWolf responded that he should submit his resume to Mr. Layman, and as appointments come up, he would be considered.

There were no other public comments and the motion to appoint Dane Criddle to the Planning Commission was approved.

VI. Appointment of Depositories

Chairman DeWolf reviewed the list of appointments of depositories:

- A. First Niagara Bank, N.A. - Operating & Sewer Fund
- B. First Niagara Private Client Investment Services
- C. Boenning & Scattergood
- D. Fulton Financial

Mr. Di Domenico made a motion to approve the list of depositories, seconded by Mr. Haws. There was no public comment and motion was approved.

VII. Appointment of State Convention & Other Voting Delegate

Mr. Haws nominated Mr. Di Domenico as the State Convention and Other Voting Delegate. There was no public comment and motion was approved.

VIII. Township Holidays

Chairman DeWolf announced that the Township office will be closed on the following days: New Years Day, Martin Luther King Day, President Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas, Day after Christmas.

Mr. Di Domenico made a motion to accept the holidays as presented, seconded by Mr. Haws. There was no public comment and the motion was approved.

IX. Meeting Dates

- 1) Board of Supervisors:
First and third Monday of every month, with exception of MLK, President's Day, and Labor Day. The Board will meet on Tuesday following these days. The second and fourth Monday of each month is reserved for business of the Board as needed. As required, public notice of these meetings will be advertised.
- 2) Planning Commission:
First Wednesday of the month, and third Wednesday, if necessary.
- 3) Parks and Recreation:
Second Tuesday of the month.
- 4) Historical Commission
Fourth Thursday of the month.

X. Board of Auditors Organizational Meeting

Chairman DeWolf announced that the auditors meeting will be January 7, 2014 at 7pm, at the Township Municipal Building, 1039 Wilmington Pike, West Chester.

XI. Adjournment

Mr. Di Domenico made a motion to adjourn the meeting, seconded by Mr. Haws. There was no public comment, and the meeting was adjourned at 7:40 pm.