

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REORGANIZATIONAL MEETING
Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown
Tuesday, January 2, 2018 at 7:30PM

In attendance were: Supervisors Carol DeWolf, Mike Di Domenico, Scott Yaw, Township Manager Rob Pingar, Director of Public Works Mark Gross, Historical Commissioner Paul Mullin, and Planning Commissioner Dick Pomerantz. There were 11 guests.

I. Call to Order.

Mr. Pingar called the meeting to order at 7:30 p.m. and led those present in the Pledge of Allegiance. The meeting began with the swearing in of the newly elected Township officials.

II. Oath of Office for Elected Officials

Mr. Pingar called JoAnne Grube, Scott Yaw, Donald Asplen, and James Hanak to the front of the room to be sworn in by Judge Kraut. Mr. Yaw was sworn in as a Township Supervisor. Mrs. Grube was sworn in as Township Tax Collector. Messrs. Asplen, Bredin, and Hanak were sworn in as Township Auditors.

III. Nomination of Board of Supervisors Chair

Mr. Di Domenico made a motion to nominate Ms. De Wolf as Chair of the Board of Supervisors. Mr. Yaw seconded the motion. Ms. De Wolf accepted the nomination. There was no comment, and the motion was approved. Chair De Wolf then took over the meeting.

IV. Nomination of Board of Supervisors Vice Chair

Ms. De Wolf made a motion to nominate Mr. Yaw as Vice Chair. Mr. Di Domenico seconded the motion. Mr. Yaw accepted the nomination. There was no comment, and the motion was approved.

V. Nomination of Police Commissioner

Mr. Yaw made a motion to nominate Mr. Di Domenico as Police Commissioner. Ms. De Wolf seconded the motion. Mr. Di Domenico accepted the nomination. There was no comment, and the motion was approved.

VI. Nomination for PSATS Annual Conference Voting Delegate

Mr. Di Domenico made a motion to nominate Mr. Yaw as PSATS Annual Conference Voting Delegate. Ms. De Wolf seconded the motion. There was no comment, and the motion was approved.

VII. Nomination for Supervisor Representative to West Chester Area Council of Governments

Mr. Yaw made a motion to nominate Ms. De Wolf as Representative to the West Chester Area Council of Governments. Mr. Di Domenico seconded the motion. There was no comment, and the motion was approved.

VIII. Appointments

Mr. Yaw made a motion to approve the list of appointments, A - V:

A. Township Manager, Secretary, & Treasurer – Robert Pingar, P.E.

- B. Right to Know Officer – Robert Pingar, P.E.
- C. Zoning Officer – William Ethridge, AICP
- D. Director of Finance – JoAnne Grube
- E. Director of Public Works – Mark Gross
- F. Building Code Official, Code Inspections, Inc., Andrew Kirk, BCO
- G. Trash & Recycling Coordinator – Pamela Coleman
- H. Emergency Management Coordinator – Donald Verdiani
- I. Vacancy Board – Joseph Stratton
- J. Township Solicitor – Gawthrop Greenwood, PC, Patrick McKenna, Esq.
- K. Township Zoning Hearing Board Solicitor – Ronald Agulnick, Esq.
- L. Planning Commission Solicitor – Buckley, Brion, McGuire, & Morris, LLP - Kristin Camp, Esq.
- M. Township Engineer – McCormick Taylor, Inc., Kevin Matson, P.E.
- N. Township Traffic Engineer – McCormick Taylor, Inc., Andrew Parker, P.E., PTOE
- O. Township Sewer Engineer – Carroll Engineering Corporation, William Malin, P.E.
- P. Stormwater Management Engineer – Cedarville Engineering Group, LLC, April Barkasi, P.E.
- Q. Planning & Zoning Consultant – Brandywine Conservancy, John Snook, AICP
- R. Township Auditors – Mingis Gutowski & Company
- S. Planning Commission Reappointments – James Lees, Steven Rodia, 4-year terms ending December 31, 2021
- T. Parks & Recreation Commission Reappointments – Philip Garabedian, Susan Alloway, Eileen Bengston, Allison Corcoran, 5-year terms ending December 31, 2022
- U. Historical Commission Reappointments – Raymond Sarnacki, Erica Reilly, Pamela Boulos, 3-year terms ending December 31, 2020
- V. Zoning Hearing Board Alternate Reappointment – Kevin Flynn, 3-year term ending December 31, 2020

Mr. Di Domenico seconded the motion. There was no comment, and the motion to approve the appointments was approved.

IX. Appointment of Depositories

Mr. Yaw made a motion to approve the list of appointments of depositories:

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

Mr. Di Domenico seconded the motion. There was no comment, and the motion to approve the list of depositories was approved.

X. Township Holidays

Ms. De Wolf announced that the Township office will be closed on the following official holidays in 2018:

- Monday, January 1 - New Year's Day
- Monday, January 15 - Martin Luther King Day
- Monday, February 19 - Presidents' Day
- Friday, March 30 - Good Friday
- Monday, May 28 - Memorial Day
- Wednesday, July 4 - Independence Day
- Monday, September 3 - Labor Day

Thursday & Friday, November 22 & 23 – Thanksgiving
Monday & Tuesday, December 24 & 25 - Christmas

Mr. Yaw made a motion to accept the 2018 holiday schedule. Mr. Di Domenico seconded the motion. There was no comment, and the motion was approved.

XI. Meeting Dates

Ms. De Wolf reviewed the Township meeting schedule. As required, public notice of these meetings was advertised.

A. Board of Supervisors:

First and third Mondays of the month, with the exceptions of: Martin Luther King Day, Presidents' Day, and Labor Day holidays, and July 2nd. Location: Westtown Township Building. Time: 7:30 pm

Second and fourth Monday of the month is reserved for business of the Board, as needed. Location: Westtown Township Building. Time: 7:30 p.m.

B. Planning Commission:

First and third Wednesdays of the month following Board of Supervisors meetings, with the following exceptions: July 4th and November 21st. Location: Westtown Township Building. Time: 7:30 p.m.

C. Parks and Recreation Commission:

Second Tuesday of the month. Location: Oakbourne Mansion at Oakbourne Park. Time: 7:00 p.m.

D. Historical Commission

Third Thursday of the month. Location: Westtown Township Building. Time: 6:00 p.m.

Mr. Yaw made a motion to approve the Township meeting dates. Mr. Di Domenico seconded the motion. There was no comment, and the motion was approved.

XII. Board of Auditors Organizational Meeting

Ms. De Wolf announced that the Board of Auditors organization meeting will be Wednesday, January 3, 2018, 9:00 a.m. at the Township Municipal Building

XIII. Adjournment

Mr. Yaw made a motion to adjourn the meeting. Mr. Di Domenico seconded the motion. The meeting adjourned at 7:57 p.m.