



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS  
ORGANIZATION MEETING  
January 7, 2019

Approved

Attending:

Board of Supervisors

Jamie W. Goncharoff, Member  
Sandra M. D'Amico, Member  
Guy A. Donatelli, Member

Township Administration

Cary B. Vargo, Township Manager  
Shanna Lodge, Assistant Township Manager  
Gwen A. Jonik, Township Secretary  
Jill Bukata, Treasurer  
Al Gaspari, Codes Administrator  
Mike Heckman, Director of Public Works

Mr. Goncharoff, 2018 Chair, called the meeting to order at 7:04 p.m., led the Pledge of Allegiance, offered a moment of silence, and asked if anyone planned to record the meeting. There were no responses.

Organization of the Board

Mr. Goncharoff asked Mr. Vargo to conduct the election of Supervisors' Chairperson for calendar year 2019. Mr. Vargo thanked the Board of Supervisors and Township Staff for all of the hard work that resulted in a very productive, successful 2018. He requested nominations for Chairperson. Mr. Goncharoff nominated Mr. Donatelli. Mrs. D'Amico seconded the nomination and Mr. Donatelli was elected Chairperson for 2019.

Mr. Donatelli thanked Mr. Goncharoff and Mrs. D'Amico for their stewardship in 2018.

Mr. Goncharoff nominated Mrs. D'Amico for Vice Chairperson for 2019. Mr. Donatelli seconded, and the Motion carried.

Appointments

Mr. Goncharoff moved, seconded by Mrs. D'Amico, to approve the following Staff Appointments, Board/Commission Member Re-Appointments, Announce Vacancies, Recognize the Board of Elected Auditors, Establish the Bond Rates, Establish the Depositories of Township's Funds, Establish the Board of Supervisors Meeting Schedule, Establish Sandy D'Amico as the Voting Delegate to the Township Supervisors' Annual Convention in Hershey and the County Township Officials' Conventions in March and November, and concur with the IRS standard mileage rate of 58 cents per mile for 2019, effective January 1, 2019. The Motion carried unanimously.

Staff, Consultants, Solicitors

- |   |                     |
|---|---------------------|
| a. Township Manager                     | Cary Vargo          |
| b. Township Secretary                   | Gwen Jonik          |
| c. Right-To-Know (Open Records) Officer | Gwen Jonik          |
| d. Right-To-Know Officer (Police)       | Chief John DeMarco  |
| e. Township Treasurer                   | Jill Bukata, C.P.A. |

f. Codes Administrator	Al Gaspari
g. Assistant Codes Administrator	Gilmore & Associates
h. Township Engineer	Gilmore & Associates
i. Township Planner	Brandywine Conservancy
j. Township Traffic Engineer	McMahon Associates, Inc.
k. Township Wastewater Engineer	ARRO Consulting, Inc.
l. Township Municipal Authority Solicitor	Christopher Frantz, Esquire
m. Township Wastewater Facility Operator	Clean Water, Inc. – Brian Norris
n. Road Master	Michael Heckman, Director of Public Works
o. Township Fire Marshal	Richard Ruth
p. Township Auditor	Barbacane, Thornton and Company
q. Township Solicitor	Buckley, Brion, McGuire & Morris, LLP
r. Township Solicitor-Alternate	Unruh, Turner, Burke, & Frees, P.C.
s. Township Solicitor-Labor	Reed, Smith, Shaw, McClay
t. Zoning Hearing Board Solicitor	Craig Kalemjian, Esquire
u. Vacancy Board	William Quinn
v. Deputy Township Tax Collector	Jill Bukata, C. P. A., Township Treasurer
w. Police Department Liaison	Jamie Goncharoff

#### Commissions / Boards Re-Appointments

Emergency Management Planning Commission (3 Year Term): *Bernie Carroll, Jamie Goncharoff, Cathy Tomlinson;*

Historic Commission (3 Year Term): *Brett Hand*

Municipal Authority (5 Year Term): *Don Carlson, Hal Harper*

Park and Recreation (5 Year Term): *No expirations this year*

Planning Commission (5 Year Term): *Jim Shrimp*

Technology Advisory Board (3 Year Term): *Ric Bassler, Ilya Lehrman*

Zoning Hearing Board (3 Year Term): *Cliff Schultz*

#### Announce the following Vacancies:

Historical Commission 1; Planning Commission 1; Technology Advisory Board - 1

#### Recognize Board of Elected Auditors: (6 Year Term)

William Perry Hughes	Term expires December 31, 2019
Frederick Clark	Term expires December 31, 2021
Eric Gallagher	Term expires December 31, 2023

#### Establish the following Bond rates:

Treasurer's Bond.....	\$ 2,000,000
Township Manager's Bond.....	\$ 100,000
Tax Collector's Bond.....	\$ 225,000

Establish Depositories of Township's Funds:

- a. Fulton Bank
- b. Meridian Bank
- c. Downingtown National Bank
- d. First Resource Bank – Certificate of Deposit
- e. Pennsylvania School District Liquid Asset Fund (PSDLAF)
- f. US Bank – bond interest

Establish Board of Supervisors Meeting Schedule:

Dates:           2<sup>nd</sup> Tuesdays           4:00 p.m. Work Session  
                  3<sup>rd</sup> Mondays           7:00 p.m. Meeting  
Location:       140 Pottstown Pike, Chester Springs, PA 19425

Mr. Donatelli announced that due to the upcoming township building renovations and the Office relocating to a temporary location, the Meetings will be held at the same time and the temporary office location will be duly advertised.

Mr. Donatelli read the following published Calendar: January 8, 2019 4:00 PM Elected Auditors Annual Organization Meeting; January 21, 2019 Office Open – Martin Luther King, Jr., Day – there will be trash/recycling collection; January 22, 2019 (Tuesday) 7:00 PM Board of Supervisors Meeting; February 12, 2019 4:00 PM Board of Supervisors Workshop; February 12, 2019 6:00 PM Public Hearing – Vantage Point Retirement Living Hearing #2; February 18, 2019 Office Closed – Presidents' Day – there will be trash/recycling collection; February 19, 2019 (Tuesday) 7:00 PM Board of Supervisors Meeting; Christmas Tree/Yard Waste Collections January 16, February 6 and February 20.

Mr. Donatelli announced an Executive Session was held this morning regarding the temporary office facility and legal matters. The Board of Supervisors also met earlier this evening with resident Kevin Cook who is interested in volunteering on the Emergency Management Planning Commission.

Resolution – Consider Adoption of a Resolution in Support of an Economic Development Restaurant Liquor License for the Epicurean Garage. Lee Krasley and John Scott, partners in Epicurean Garage, were in attendance seeking the Board of Supervisors' support for their application to the Pennsylvania Liquor Control Board (PaLCB) for an Economic Development Restaurant Liquor License. The Epicurean Garage filled the long vacant space in the Eaglepointe Shopping Center. They are currently operating as a BYOB but would like to offer beer and wine service to their customers. They would qualify for an Economic Development License, which is predicated on no licenses available for purchase or they can't afford to purchase another restaurant's license. Only 2 Economic Development licenses are issued in a County each year. If the PaLCB issues the License, it would stay with the property, it's not transferable.

Discussion included Epicurean Garage retaining \$5,000,000 liquor liability insurance coverage, which is already in place; it'll take approximately 6 months to receive PaLCB approval; the restaurant is closed Mondays, open Tuesday through Sunday; hours of operation won't change – Tuesday through Thursday 11:00 a.m. – 11:00 p.m.; Friday-Saturday 11:00 a.m. – 12:00 a.m.; and Sunday 10:00 a.m.- 10:00 p.m.

Mr. Goncharoff moved, seconded by Mrs. D'Amico, to adopt Resolution #01-07-19-01, which states the Board's support for an Economic Development Restaurant Liquor License for the Epicurean Garage at 570 Simpson Drive, Chester Springs, within the Eaglepointe Shopping Center, and which includes the condition that the Epicurean Garage maintains \$5,000,000 liquor liability coverage. The Motion carried unanimously.

Open Session

There were no comments.

Adjournment

There being no further business to be brought before the Board, Mr. Donatelli adjourned the Meeting at 7:28 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary