



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS
ORGANIZATION MEETING
January 3, 2017

Approved

Attending:

Board of Supervisors

Guy A. Donatelli, Member
Kevin C. Kerr, Member
Jamie W. Goncharoff, Member

Township Administration

Cary B. Vargo, Township Manager
Gwen A. Jonik, Township Secretary
John DeMarco, Police Chief
Mike Heckman, Director of Public Works
Al Gaspari, Codes Administrator

Mr. Donatelli called the meeting to order at 7:01 p.m., led the Pledge of Allegiance and offered a moment of silence.

Organization of the Board

Mr. Donatelli asked Mr. Vargo to conduct the election of Supervisors' Chairperson for calendar year 2017. Mr. Vargo thanked the Board of Supervisors and the Staff for a productive, successful 2016. Mr. Vargo requested nominations for Chairperson. Mr. Donatelli nominated Mr. Kerr, seconded by Mr. Goncharoff. Mr. Kerr was elected 2017 Chairperson with two in favor and one abstention (Kerr).

Mr. Donatelli nominated Mr. Goncharoff for Vice Chairperson for 2017, seconded by Mr. Kerr. The Motion carried with two in favor and one abstention (Goncharoff).

Appointments

Mr. Kerr read the following list of Township Staff, Consultants and Legal Firms for re-appointment for one-year terms:

- | | |
|---|---|
| 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. |
| 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 | John E. Good, Esquire |
| r. Township Solicitor-Alternate | Buckley, Brion, McGuire, Morris, Sommer |

- | | |
|-----------------------------------|---|
| s. Township Labor Solicitor | Reed, Smith, Shaw, McClay |
| t. Zoning Hearing Board Solicitor | Craig Kalemjian, Esquire |
| u. Vacancy Board | Cathy Tomlinson |
| v. Deputy Township Tax Collector | Jill Bukata, C.P.A., Township Treasurer |
| w. Police Department Liaison | Kevin Kerr |

Mr. Kerr moved, seconded by Mr. Donatelli, to re-appoint the above-mentioned Staff, Consultants and Legal Firms for 2017. The Motion carried unanimously.

Mr. Kerr read the following list of Boards and Commissions Members for re-appointment to their respective Board/Commission.

- Emergency Management Planning Commission (3 Year Term):
John DeMarco, Scott Nicely (Emergency Management Coordinator), Byron Nickerson
- Historic Commission (3 Year Term): No re-appointments
- Municipal Authority (5 Year Term): Bill Quinn
- Park and Recreation (5 Year Term): No re-appointments; this Board is being restructured
- Planning Commission (5 Year Term): Jim Dewees, Bob Schoenberger
- Technology Advisory Board (3 Year Term): No re-appointments
- Zoning Hearing Board (3 Year Term): Jim Greaney, Bob McHugh

There are vacancies on the following Boards/Commissions:

- Historic Commission – 4
- Park & Recreation Board – 5
- Technology Advisory Board - 1

Mr. Donatelli moved, seconded by Mr. Goncharoff, to re-appoint the above-named Boards and Commissions members. The Motion carried unanimously.

Mr. Donatelli moved, seconded by Mr. Goncharoff, to recognize the Board of Elected Auditors as listed below (6-Year Term), establish the Bond rates as listed below, and recognize the depositories of Township Funds as listed below. The Motion carried unanimously.

Elected Auditors:

- | | |
|----------------------|--------------------------------|
| Steven McNaughton | Term expires December 31, 2017 |
| William Perry Hughes | Term expires December 31, 2019 |
| Frederick Clark | Term expires December 31, 2021 |

Bond rates to be established:

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

Depositories of Township's Funds:

- BB&T (Branch Banking & Trust Company), formerly National Penn Bank
- Fulton Bank
- Meridian Bank

Depositories of Township's Funds (Continued)
Downingtown National Bank
First Resource Bank - Certificate of Deposit
Penn Liberty Bank - Certificate of Deposit
Pennsylvania School District Liquid Asset Fund (PSDLAF)
US Bank - Bond interest

Mr. Donatelli moved, seconded by Mr. Goncharoff to establish the following Board of Supervisors' Meeting Schedule for 2017:

2nd Tuesdays 4:00 PM Workshop
3rd Mondays 7:00 PM Regular Meeting
Location: Township Building, 140 Pottstown Pike, Chester Springs, PA 19425

Mr. Donatelli nominated Mr. Kerr to be the voting delegate for the Pennsylvania State Association of Township Supervisors' Annual Convention – April 23-26, 2017 and for the Chester County Association of Township Officials Spring (March) and Fall (November) Conventions. Mr. Goncharoff seconded and the Motion carried unanimously.

Mr. Donatelli moved, seconded by Mr. Goncharoff, to concur with the IRS Standard Mileage Rate for 2017, which is decreased to 53.5 cents per mile. The Motion carried unanimously.

Mr. Kerr read the following published calendar: January 4, 2017 1:00 PM Elected Auditors Annual Organization Meeting; January 10, 2017 4:00 PM Board of Supervisors Workshop; January 17, 2017 7:00 PM Board of Supervisors Meeting and Conditional Use Hearing – Applicant T.R. Moser Land Developers; Christmas Tree and Yard Waste Collection Dates: January 4, January 18.

Open Session

Mr. Kerr commented that he'll be clearing some invasive species on his property on the common lot line of his property and the wastewater treatment plant.

Adjournment

There being no further business to be brought before the Board, Mr. Donatelli moved to adjourn the meeting at 7:08 p.m. All were in favor.

Respectfully submitted,

Gwen A. Jonik
Township Secretary