


West Caln Township Board of Supervisors	Agenda Monday, January 07, 2019 Reorganization & Business Meeting	
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The annual Reorganization meeting of the West Caln Township Board of Supervisors was held on Monday, January 7, 2019 at 7:00 PM in the Township Municipal Building. This meeting was immediately followed by the Board of Supervisors regular monthly meeting.

Present were:

Supervisor Martz	Solicitor Venzie	Chief Martinez
Supervisor Martin	Manager Siedenbuehl	Road Forman Touchton
Supervisor Hutton	Assistant Manager Sauro	

Supervisor Martz opened the meeting at 7:00 PM and lead in the salute to the flag.

Solicitor Venzie commenced the Reorganization Meeting:

1. NOMINATION FOR THE POSITION OF SUPERVISORS CHAIRMAN

Supervisor Martin nominated Supervisor Martz for Chairman of the Board of Supervisors.
 Motion to Approve: Supervisor Martin Second: Supervisor Hutton Vote: 2-0-1
Motion Passed

2. NOMINATION FOR THE POSITION OF SUPERVISORS VICE CHAIR

Supervisor Martz nominated Supervisor Martin for Vice Chairman of the Board of Supervisors.
 Motion to Approve: Supervisor Martz Second: Supervisor Hutton Vote: 2-0-1
Motion Passed

3. APPOINTMENTS

The Board of Supervisors approves the following appointments:

Administration:

Secretary, Township Manager, Zoning Officer, Municipal Recycling Coordinator and Right to Know Officer.....Thomas Siedenbuehl
 Assistant Secretary, Assistant Township Manager, Assistant Zoning Officer and Assistant Right to Know Officer.....Kimberly Milane-Sauro
 Admin. Assistant (Part-Time).....Barbara Goodman
 Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 3-0-0
Motion Passed

Police:

Chief of Police.....Curt Martinez
 Police Sergeant.....Chris Fries
 Police Sergeant.....Anthony P. Sparano
 All Part-Time Officers currently on the Roster.
 Motion to Approve: Supervisor Martin Second: Supervisor Hutton Vote: 3-0-0
Motion Passed

Road Department:

Road Foreman.....Allen Touchton
 Assistant Road Foreman.....Jonathan Horblinski
 Truck Driver.....Jason Fryberger
 Truck Driver.....Scott Walton
 Truck Driver/Operator.....Gerald Patton, Jr.
 Truck Driver/Operator (Part-Time).....Robert Peters
 Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 3-0-0

Motion Passed

Other Appointments:

Treasurer.....Barsz Gowie Amon & Fultz
 Solicitor.....Buckley Brion McGuire & Morris, LLP
 Zoning Hearing Board Solicitor.....Gawthrop Greenwood, P.C.
 Zoning Hearing Board.....Christopher Lance
 Zoning Hearing Board – Alt.-.....John Schrack
 Agricultural Security Advisory.....William E. Fairbairn
 Historical Commission.....Steve Brown
 Historical Commission.....Christine Fuller
 Park and Recreation.....Dave O’Leary
 Township Engineer.....E.B. Walsh Associates
 Emergency Management Coordinator.....Paul Pfitzenmeyer
 Assistant Emergency Management Coordinator.....David Stein
 Assistant Emergency Management Coordinator.....Robert Peters
 Assistant Emergency Management Coordinator.....Curt Martinez
 Assistant Emergency Management Coordinator.....Joseph Hutton
 Vacancy Board.....Paul Pfitzenmeyer
 Appointed Auditor.....M Cynthia Quinn
 Fire Marshal.....Robert Peters
 Building Inspector.....Commonwealth Code Inc.
 Code Enforcement and Assistant Zoning Officer.....Castle Valley Consultants, Inc.
 Earned Income Tax Collector.....Keystone Collections
 Real Estate Tax Collector.....Chester County
 Motion to Approve: Supervisor Martin Second: Supervisor Hutton Vote: 3-0-0

Motion Passed

4. **BANK DEPOSITORIES:**

The Board of Supervisors approves the following Bank Depositories:
 General Fund, Liquid Fuels, Payroll.....DNB First
 General Fund.....Citadel FCU
 Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 3-0-0

Motion Passed

5. TAX RATES:

The Board of Supervisors approves the following Tax Rates:

- Real Estate Tax.....1 Mill
- Earned Income Tax.....1% (½% Township, ½% School District)
- Real Estate Transfer Tax.....1%

Motion to Approve: Supervisor Martz Second: Supervisor Hutton Vote: 3-0-0
Motion Passed

6. SUPERVISOR'S MEETING SCHEDULE:

The Board of Supervisors approves the 2019 Meeting Schedules for all Township Boards and Commissions (Board of Supervisors, Planning Commission, Historical Commission & Park & Recreation Board) as presented.

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0
Motion Passed

7. EMPLOYEE HOLIDAYS

The Board of Supervisors approves the Employee Holidays as presented.

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0
Motion Passed

8. WAGES:

Employees:

The Board of Supervisors approves a 5% increase for all Administrative and Road Crew Employees.

Motion to Approve: Supervisor Martz Second: Supervisor Hutton Vote: 3-0-0
Motion Passed

Police Department:

The Chief of Police pay increase will be in accordance with the Chief of Police Employment Contract.

The Police Officers pay increase will be in accordance with the Collective Bargaining Agreement between The West Caln Police Association and West Caln Township.

Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 3-0-0
Motion Passed

9. LEGAL ADVERTISING:

The Board of Supervisors approves the use of Daily Local News for all Legal Advertising.

Motion to Approve: Supervisor Martz Second: Supervisor Hutton Vote: 3-0-0
Motion Passed

10. MEMBERSHIP

The Board of Supervisors approves to retain memberships in the following organizations:

- PA Parks and Recreation
- West Caln Township Parks and Recreation
- Professional Recyclers of PA
- Brandywine Valley Assoc.
- Chester County Historic Preservation Network
- COSTAR
- PSATS
- National Association Of State Agencies For Surplus Property

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

Motion Passed

11. MILEAGE ALLOWANCE

The Board of Supervisors approves the Mileage Allowance for private vehicle use for Township purposes to be set as provided by the IRS.

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

Motion Passed

12. TREASURER'S BOND

The Board of Supervisors approves the Treasurer's Bond in the appropriate amount.

Motion to Approve: Supervisor Martz Second: Supervisor Hutton Vote: 3-0-0

Motion Passed

13. RESOLUTION #2019-01, DESIGNATION OF EMERGENCY SERVICE PROVIDERS

The Board of Supervisors approves the Resolution #2019-01, Designation of Emergency Service Providers as presented.

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

Motion Passed

14. RESOLUTION #2019-02, WAIVING EMPLOYEE CONTRIBUTIONS TO THE PENSION PLAN

The Board of Supervisors approves the Resolution #2019-02, Waiving Employee Contributions to the Pension Plan.

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

Motion Passed

15. RESOLUTION #2019-03, NOMINATION OF DELEGATES FOR THE CHESTER COUNTY TAX COLLECTION COMMITTEE

The Board of Supervisors approves the Resolution #2019-03, Nomination of Delegates for the Chester County Tax Collection Committee.

Motion to Approve: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

Motion Passed

16. RESOLUTION #2019-04, SET VARIOUS FEES, ESCROWS AND OTHER PAYMENTS FOR CERTAIN TOWNSHIP SERVICES

The Board of Supervisors approves the Resolution #2019-04, Set Various Fees, Escrows and Other Payments For Certain Township Services.

Motion to Approve: Supervisor Martz Second: Supervisor Hutton Vote: 3-0-0

Motion Passed

17. ADJOURNMENT

With no further business at hand, the reorganization meeting was adjourned at 7:15 PM.

Motion to Adjourn: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

Motion Passed

Solicitor Venizie commenced the Regular Business Meeting at 7:16 PM

1. CITIZEN'S COMMENTS

- a. Jill Townsend, 111 Captiva Way – Asked about the status of the horse ordinance. Supervisor Martz advised her that there has been no further movement. Question regarding fees if a variance would need to be filed. Fees would be a total of \$1,750 - \$1,500 escrow and \$250 administrative fee. Would any properties be grandfathered. Grandfathering is only considered if the property had a legal use before the ordinance was in place. If the property was not compliant then it would not be grandfathered. Ordinance was changed based on recommendations from Penn State Agricultural Department and Chester County Planning Commission.
- b. Omar Esh, 201 Leary Rd – Asked if there was anything that could be done about the water runoff along Leary Road near the schoolhouse. It was noted that a spring has opened up along Leary Road causing more water to flow along the road. The township will take a look at it to see what if anything can be done.
- c. Pat McVey – 266 Green Valley Road – Excess ice has been forming along Airport Road near the bridge. Thank you to the road department for continuing to keep it clear.

2. APPROVAL OF THE MINUTES

The Board of Supervisors approved the minutes for the December 12 and 19, 2018 Board of Supervisors meetings.

Motion to Approve: Supervisor Martin Second: Supervisor Hutton Vote: 3-0-0

Motion Passed

3. MANAGER'S REPORT

The Board of Supervisors accepted the Township Manager's Report as presented.

4. TREASURER'S REPORT

The Board of Supervisors approved the Treasurer's Report as presented.

Motion to Approve: Supervisor Martin

Second: Supervisor Martz

Vote: 3-0-0

Motion Passed

5. SOLICITOR'S REPORT

None

6. POLICE REPORT

The Board of Supervisors accepted the Police Report as presented.

7. CODE ENFORCEMENT REPORT

None

8. ROAD DEPARTMENT REPORT

The Board of Supervisors accepted the Roads Report as presented.

9. FIRE MARSHAL REPORT

The Board of Supervisors accepted the Fire Marshal's Report as presented.

10. WAGONTOWN FIRE COMPANY

The Board of Supervisors accepted the Wagontown Fire Company Report as presented.

11. WESTWOOD FIRE COMPANY – EMS SERVICE

The Board of Supervisors accepted the Westwood Fire Company EMS Report as presented.

12. PARKS & RECREATION COMMISSION REPORT

The Park & Recreation Commission will not meet again until January, 2019.

13. PLANNING COMMISSION REPORT

None

14. HISTORICAL COMMISSION REPORT

The Board of Supervisors accepted the Historical Commission Report as submitted. Christine Fuller was present for the Commission.

15. OLD BUSINESS

None

16. NEW BUSINESS

None

17. INFORMATIONAL ITEMS

- Proposal for an additional ambulance to be placed in service for West Caln, West Brandywine and Wallace Townships. The addition of this ambulance would be multi-municipal agreement between the three townships. Ambulance would be staffed with a paramedic.

18. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 7:42 PM

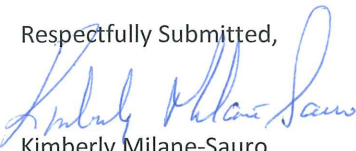
Motion to Approve: Supervisor Martin

Second: Supervisor Hutton

Vote: 3-0-0

Motion Passed

Respectfully Submitted,



Kimberly Milane-Sauro

Assistant Secretary

Approved February 13, 2019