

## **EASTTOWN TOWNSHIP BOARD OF SUPERVISORS ORGANIZATIONAL MEETING MINUTES OF JANUARY 07, 2019**

The January 07, 2019 Organizational Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:00 p.m. Supervisors present included: Marc J. Heppe, Chair; Betsy Fadem, Vice Chair; Christopher D. Polites; James W. Oram, Jr.; and Karl Romberger, Jr. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP, CZO; Dave Obzud, Police Chief; Don Curley, PE, AICP; and Kate Jones, Administrative Coordinator.

### **PLEDGE OF ALLEGIANCE**

### **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2019**

Mr. Oram made a motion to appoint Mrs. Fadem as Chair of the Board of Supervisors. Mr. Polites seconded the motion. Mr. Heppe opened the floor to the public and there were no comments. The motion unanimously passed.

Mrs. Fadem assumed the position of Chair of the Board and thanked Mr. Heppe for his leadership and dedication to the Township during his tenure as Chair in 2018.

Mr. Heppe made a motion to appoint Mr. Polites as Vice Chair of the Board of Supervisors. Mrs. Fadem seconded the motion. She then opened the floor to the public and there were no comments. The motion unanimously passed.

### **APPOINTMENTS**

Mr. Heppe made a motion, and Mr. Polites second the motion, to appoint the following:

Daniel C. Fox, Township Manager, Secretary, Treasurer, and Open Records Officer  
David J. Obzud, Chief of Police  
Eugene Briggs, Jr., Assistant Township Manager and Township Zoning Officer  
Don Curley, Municipal Authority Administrator  
Kate Jones, Assistant Township Secretary  
Andrew D. H. Rau, Esq., Township Solicitor  
The ARRO Group, Consulting Engineers  
Glackin Thomas Panzak, Landscape Architects  
McMahon Transportation Engineers & Planners, Traffic Engineers  
Keystone Municipal Services, Building Inspection Service

Easttown Citizens' Advisory Committee  
    Ronald Mintz, *2-year term (exp. December 31, 2020)*  
    Michael Wacey, *2-year term (exp. December 31, 2020)*  
Easttown Municipal Authority

Doug Burnett, 5-year term (exp. December 31, 2023)  
C. Richard Morsbach, 5-year term (exp. December 31, 2023)

Historical Commission

Marla Musman, 3-year term (exp. December 31, 2021)  
Trudy Stewart, 3-year term (exp. December 31, 2021)

Library Board of Trustees

Margaret Mackenzie, 3-year term – vacancy (exp. December 31, 2019)  
Albert Graham, 3-year term (exp. December 31, 2021)  
Alessandra Nicholas, 3-year term (exp. December 31, 2021)

Planning Commission

Mary Hashemi, 4-year term (exp. December 31, 2022)  
Mark Stanish, 4-year term (exp. December 31, 2022)

Zoning Hearing Board

William Howard, 3-year term (exp. December 31, 2021)

Vacancy Board

Kim A. Reynolds, 1-year term

Chair Fadem opened the floor to the public and there were no comments. The motion unanimously passed.

## RESOLUTIONS

Mr. Romberger made a motion, and Mr. Oram seconded the motion, to adopt the following:

**RESOLUTION 2019-01:** A Resolution designating Tompkins Bank as Depository for Easttown Township for the year 2019

**RESOLUTION 2019-02:** A Resolution Authorizing Facsimile Signature

**RESOLUTION 2019-03:** Appropriating funds for payment of Salaries, Wages and Benefits for Uniformed and Non-Uniformed Easttown Township Employees

**RESOLUTION 2019-04:** A Resolution Setting Treasurer's Bonds

**RESOLUTION 2019-05:** A Resolution amending the Uniformed Employees' Pension Plan and Trust for the Township of Easttown.

**RESOLUTION 2019-06:** A Resolution Waiving Annual Compensation for Each Supervisors of the Township of Easttown

**RESOLUTION 2019-07:** A Resolution Establishing the Emergency Service Coverage of Easttown Township

**RESOLUTION 2019-08:** A Resolution Acknowledging Maintenance Obligation for the Berwyn Veterans Memorial

**RESOLUTION 2019-09:** A Resolution Setting the 2019 Fee Schedule

Chair Fadem opened the floor to the public and there were no comments. The motion unanimously passed.

The meeting adjourned at 7:15 p.m.

## **EASTTOWN TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING MINUTES OF JANUARY 07, 2019**

The January 07, 2019 Regular Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:15 p.m. Supervisors present included: Betsy Fadem, Chair; Christopher D. Polites, Vice Chair; James W. Oram, Jr.; Karl Romberger, Jr.; and Marc J. Heppe. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP, CZO; Dave Obzud, Police Chief; Don Curley, PE, AICP; and Kate Jones, Administrative Coordinator.

### **MINUTES**

Mr. Polites made a motion to approve the minutes from the December 17, 2018 Regular Meeting. Mr. Oram seconded the motion. Chair Fadem opened the floor to the public and there were no comments. The motion unanimously passed with two corrections made by Chair Fadem.

### **ANNOUNCEMENTS**

Chair Fadem read the following announcements:

The following public meetings will be held at the Township Building unless otherwise stated:

- Municipal Authority on Tuesday, January 08, 7 pm
- Historical Commission on Wednesday, January 09, 7 pm at Easttown Library
- Policy Committee on Monday, January 14, 5:30 pm
- Citizens Advisory Committee on Monday, January 14, 6:15 pm
- Parks and Recreation Board on Tuesday, January 15, 7 pm
- Zoning Hearing Board on Tuesday, January 15, 7 pm
- Library Board on Wednesday, January 16, 7 pm at Easttown Library
- Next Board of Supervisors meeting on Tuesday, January 22, 7 pm

### **LIST OF BILLS**

Mr. Romberger made a motion to approve the list of bills totaling \$169,277.06 in warrants, date ending December 21, 2018. Mr. Heppe seconded the motion. The Board questioned the staff on miscellaneous aspects of the bills. Chair Fadem opened the floor to the public and there were no comments. The Chairman called the vote. The motion passed unanimously with Mr. Polites recusing himself for bill number 27428.

Mr. Heppe made a motion to approve the list of bills totaling \$346,434.08: a total of Warrants of \$200,819.17 and Payroll of \$145,614.91, date ending January 03, 2019. Mr. Oram seconded the motion. The Board questioned the staff on miscellaneous aspects of the bills. Chair Fadem opened the

floor to the public and Michael Wacey, of 1049 Beaumont Road, sought clarification regarding the annual dues that the Township pays the Main Line Chamber of Commerce. The motion passed unanimously.

## **SUPERVISOR LIAISON REPORTS**

Chair Fadem announced that liaison assignments will be announced at the next public meeting and the Board discussed appointment policy. She added that the board members will give updates for their 2018 liaison assignments at this next meeting in addition to the announcement regarding 2019 assignments. Chair Fadem opened the floor to the public and there were no comments.

## **DEPARTMENTAL REPORTS**

Mr. Fox outlined the contents of his memo, dated January 04, 2019. Mr. Curley outlined the contents of his memo, dated January 03, 2019. After discussion, Chair Fadem opened the floor to the public and there were no comments.

## **NEW BUSINESS**

### **Consider a Motion to Authorize the Township Manager to Execute the Proposed Three-Year Work Assignment with Omega Systems Consultants, Inc.**

Mr. Briggs introduced the Board to this item. On January 13, 2016, the Board of Supervisors authorized the Township Manager to execute a three-year Master Service Agreement and Work Assignment (contract) with Omega Systems Consultants, Inc (Omega). This three-year fixed-fee contract is now up for renewal. The most noteworthy change is that the Base Annual Fee is proposed to increase 3% each year for a total of \$5,300 over the three-year term. Omega advises that the proposed increase is to account for increased software costs and, generally, the increase in the cost of living. Staff appears happy with the IT services provided under the current contract and it wishes to continue its relationship with Omega.

After discussion, Mr. Heppe made a motion to authorize the Township Manager to execute the proposed three-year Work Assignment with Omega Systems Consultants, Inc. Mr. Oram seconded the motion. Chair Fadem opened the floor to the public and there were no comments. The motion passed unanimously.

### **Consider a Motion to Designate a 2019 PSATS Voting Delegate**

Chair Fadem proposed that the Board appoint the Chair and Vice-Chair as the delegate and alternate delegate respectively. After discussion, Mr. Romberger made a motion to appoint the Chair as the 2019 PSATS Delegate and the Vice-Chair as the alternate. Chair Fadem opened the floor to the public and there were no comments. The motion passed unanimously.

## **OLD BUSINESS**

None

## **PUBLIC FORUM**

Brian Catton, of 45 Eastwood Road, asked for assistance regarding his zoning permit. Mr. Briggs offered to stay after the meeting to assist him.

## **ADJOURNMENT**

The meeting adjourned at 7:45 pm.

Respectfully submitted,

Kate Jones  
Assistant Township Secretary