

A reorganizational meeting of the West Caln Township Board of Supervisors was held on Tuesday, January 3, 2017 at 7:00 PM in the Township Municipal Building.

Present were:

- | | |
|------------------------------|----------------------------|
| Supervisor Pfitzenmeyer | Foreman Touchton |
| Supervisor Martz Road | Treasurer Barsz |
| Supervisor Martin | Assistant Secretary Castor |
| Solicitor Venzie | 2 Other Township Employees |
| Township Manager Siedenbuehl | 4 Township Residents |
| Police Chief Martinez | |

- A. Supervisor Pfitzenmeyer opened the meeting at 7:00 PM.

- B. Supervisor Pfitzenmeyer led in the salute to the flag.

- C. Supervisor Pfitzenmeyer recognized Solicitor Venzie.

- D. Solicitor Venzie presented the Motions to be considered and voted upon.
 - 1. NOMINATION FOR THE POSITION OF SUPERVISORS CHAIRMAN
 Supervisor Martin nominated Supervisor Pfitzenmeyer
 Motion: Supervisor Martin Second: Supervisor Martz Vote: 3-0-0

 - 2. NOMINATION FOR THE POSITION OF SUPERVISORS VICE CHAIR
 Supervisor Pfitzenmeyer nominated Supervisor Martz
 Motion: Supervisor Pfitzenmeyer Second: Supervisor Martin Vote: 3-0-0

 - 3. NOMINATION FOR THE POSITION OF ROADMASTERS
 Supervisor Pfitzenmeyer indicated that the Board of Supervisors acts as Roadmasters, with Supervisor Martin as chair
 Motion: Supervisor Pfitzenmeyer Second: Supervisor Martin Vote: 3-0-0

 - 4. APPOINTMENTS
 The Board of Supervisors approves the following appointments:

 Administration:
 - a. Township Manager, Secretary, Zoning Officer and Right to Know Officer..... Thomas Siedenbuehl
 - b. Assistant Secretary, Assistant Zoning Officer, Administrative Assistant..... Jill Castor
 - c. Administrative Assistant (Part-Time)..... Barbara Goodman

Police:

- a. Chief of Police..... Curt Martinez
- b. Police Sergeant..... Chris Fries
- c. All Part-Time Officers currently on the Roster

Road Department:

- a. Road Foreman Allen Touchton
- b. Laborer Jason Fryberger
- c. Truck Driver/Operator..... David Gay
- d. Truck Driver/Operator Jonathan Horblinski
- e. Truck Driver/Operator Gerald Patton, Jr.
- f. Truck Driver/Operator (Part-Time) Robert Peters

Other Appointments:

- a. Treasurer CPA Merves Amon & Barsz, LLC
- b. Solicitor Buckley Brion McGuire & Morris, LLP
- c. Zoning Hearing Board Solicitor Gawthrop Greenwood, P.C.
- d. Zoning Hearing Board Re-nomination William E. Terry
- e. Zoning Hearing Board – Alt. Nomination John Schrack
- f. Planning Commission Dean L. Meyers
- g. Agricultural Security Advisory Commission William E. Fairbairn
- h. Historical Commission Susan Gritz Miller
- i. Historical Commission Barbara Brown
- j. Historical Commission Barbara Goodman
- k. Historical Commission Alfred Brown
- l. Township Engineer E.B. Walsh Associates
- m. Emergency Management Coordinator Paul Pfitzenmeyer
- n. Assistant Emergency Management Coordinator David Stein
- o. Assistant Emergency Management Coordinator Robert Peters
- p. Assistant Emergency Management Coordinator Curt Martinez
- q. Vacancy Board Donald H. Hannum
- r. Appointed Auditor M Cynthia Quinn
- s. Fire Marshal Robert Peters
- t. Building Inspector Commonwealth Code Inc.
- u. Earned Income Tax Collector Keystone Collections
- v. Real Estate Tax Collector Chester County Treasurer

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

5. BANK DEPOSITORIES:

The Board of Supervisors approves the following Bank Depositories:

- a. General Fund, Liquid Fuels, Payroll DNB First
- b. General Fund Citadel FCU

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

6. TAX RATES:

The Board of Supervisors approves the following Tax Rates:

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

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

7. SUPERVISOR’S MEETING SCHEDULE:

The Board of Supervisors approves the Supervisor’s Meeting Schedule as presented.

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

8. EMPLOYEE HOLIDAYS

The Board of Supervisors approves the Employee Holiday schedule as presented.

Motion: Supervisor Martz Second: Supervisor Pfitzenmeyer Vote: 3-0-0

9. EMPLOYEE WAGES:

- a. The Board of Supervisors approves a 3 % increase to all Administration and Road Crew Employees.
- b. For the Chief of Police the increase will be according to the Chief of Police Employment Contract.
- c. For the Police Officers the increase will be according to the Police Bargaining Contract.

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

10. LEGAL ADVERTISING:

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

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

11. MEMBERSHIP

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

- a. PA Parks and Recreation

- b. Professional Recyclers of PA
- c. Brandywine Valley Assoc.
- d. Brandywine Conservancy
- e. Chester County Historic Preservation Network
- f. COSTAR

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

12. MEMBERSHIP AMMENDMENT

The Board of Supervisors approves to retain membership in PSATS

Motion: Supervisor Martz Second: Supervisor Pfitzenmeyer Vote: 3-0-0

13. 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: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

14. TREASURER’S BOND

The Board of Supervisors approves the Treasurer’s Bond in the same amount as the 2016 bond.

Motion: Supervisor Martz Second: Supervisor Pfitzenmeyer Vote: 3-0-0

15. RESOLUTION #2017-01, DESIGNATION OF EMERGENCY SERVICE PROVIDERS

The Board of Supervisors approves the Resolution #2017-01, Designation of Emergency Service Providers as presented.

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

16. RESOLUTION #2017-02, WAIVING EMPLOYEE CONTRIBUTIONS TO THE PENSION PLAN

The Board of Supervisors approves the Resolution #2017-02, Waiving Employee Contributions to the Pension Plan.

Motion: Supervisor Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

17. RESOLUTION #2017-03, WAIVING EMPLOYEE CONTRIBUTIONS TO THE HEALTH CARE PLAN

The Board of Supervisors approves the Resolution #2017-03, Waiving Employee Contribution to the Health Insurance.

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



18. RESOLUTION #2017-04, SET VARIOUS FEES, ESCROWS AND OTHER PAYMENTS FOR CERTAIN TOWNSHIP SERVICES

The Board of Supervisors approves the Resolution #2017-04, Set Various Fees, Escrows and Other Payments For Certain Township Services.

Motion Tabled

E. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 7:13 PM

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

Respectfully submitted,

Jill Castor
Assistant Secretary

Approved: 1/11/17