

WESTTOWN TOWNSHIP

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TOWNSHIP ORGANIZATIONAL MEETING AGENDA MONDAY, JANUARY 7, 2019 - 7:30 PM

Westtown Township Municipal Building
1039 Wilmington Pike, Westtown

- I. **Call to Order & Pledge of Allegiance**
- II. **Nomination for Board of Supervisors Chair**
- III. **Nomination for Board of Supervisors Vice Chair**
- IV. **Nomination for Board of Supervisors Police Commissioner**
- V. **Nomination for PSATS Annual Conference Voting Delegate**
- VI. **Nomination for Supervisor Representative to West Chester Area Council of Governments**
- VII. **Appointments**
 - A. Manager, Secretary, & Treasurer – Robert Pingar, P.E.
 - B. Right to Know Officer – Pamela Coleman
 - C. Zoning Officer – William Ethridge, AICP
 - D. Director of Finance – JoAnne Grube
 - E. Assistant Treasurer, JoAnne Grube
 - F. Director of Public Works – Mark Gross
 - G. Building Code Official, Code Inspections, Inc., Andrew Kirk, BCO
 - H. Trash & Recycling Coordinator – Pamela Coleman
 - I. Emergency Management Coordinator – Donald Verdiani
 - J. Vacancy Board – Joseph Stratton
 - K. Solicitor – Gawthrop Greenwood, PC, Patrick McKenna, Esq.
 - L. Engineer – McCormick Taylor, Inc., Kevin Matson, P.E.
 - M. Traffic Engineer – Albert Federico, P.E., PTOE
 - N. Sewer Engineer – Carroll Engineering Corporation, William Malin, P.E.
 - O. Stormwater Management Engineer – Cedarville Engineering Group, LLC, April Barkasi, P.E.
 - P. Planning & Zoning Consultant – Brandywine Conservancy, John Snook, AICP
 - Q. Auditors – Mingis, Gutowski & Company
 - R. Planning Commission Reappointments – Russell Hatton, Richard Pomerantz, 4-year terms ending December 31, 2022

VIII. Appointment of Depositories

- A. Key Bank, N.A. - Operating & Sewer Fund
- B. Key Bank Private Client Investment Services
- C. Boenning & Scattergood
- D. Fulton Financial

IX. Township Holidays

Township offices will be closed on the following holidays:

- Tuesday, January 1 - New Year's Day
- Monday, January 21 - Martin Luther King Jr. Day
- Monday, February 18 - Presidents' Day
- Friday, April 19 - Good Friday
- Monday, May 27 - Memorial Day
- Thursday, July 4 - Independence Day
- Monday, September 2 - Labor Day
- Thursday & Friday, November 28 & 29 – Thanksgiving
- Tuesday & Wednesday, December 24 & 25 - Christmas

X. Meeting Dates

A. Board of Supervisors

Regular Meetings: First and third Monday of the month, with the exceptions of the Martin Luther King Day, Presidents' Day, and Labor Day holidays when the meeting will be the Tuesday after. The Board will not meet on Monday, April 15.

Location: Westtown Township Building.
Time: 7:30 pm.

Board of Supervisors Workshops may be held prior to the regular meetings at a time set by the Board.

Board of Supervisors Workshops may also be held on the second and fourth Monday of the month for business of the Board, as needed.

Location: Westtown Township Building.
Time: 6:00 pm.

B. Planning Commission

First and third Wednesdays of the month following Board of Supervisors meetings.
Location: Westtown Township Building. Time: 7:30 pm.

C. Parks and Recreation Commission

Second Tuesday of the month.
Location: Oakbourne Mansion at Oakbourne Park. Time: 7:00 pm.

D. Historical Commission

Third Thursday of the month.

Location: Westtown Township Building. Time: 6:00 pm.

XI. Board of Auditors Organizational Meeting

Tuesday, January 8, 2019, 9:00 am, Township Municipal Building

XII. Adjournment