

WESTTOWN TOWNSHIP

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TOWNSHIP ORGANIZATIONAL MEETING AGENDA MONDAY, JANUARY 6, 2020 - 7:30 PM

Westtown Township Municipal Building
1039 Wilmington Pike

- I. **Call to Order & Pledge of Allegiance**
- II. **Swearing In of Township Supervisor**
- III. **Nomination for Board of Supervisors Chair**
- IV. **Nomination for Board of Supervisors Vice Chair**
- V. **Nomination for Board of Supervisors Police Commissioner**
- VI. **Nomination for PSATS Annual Conference Voting Delegate**
- VII. **Nomination for Supervisor Representative to West Chester Area Council of Governments**
- VIII. **Nomination for Agricultural Security Advisory Committee, Board of Supervisor Representative**
- IX. **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. Director of Planning & Zoning – William Ethridge, AICP
 - H. Building Code Official - Code Inspections, Inc.
 - I. Trash & Recycling Coordinator – Pamela Coleman
 - J. Emergency Management Coordinator – Donald Verdiani
 - K. Vacancy Board – (TBD)
 - L. Solicitor – Gawthrop Greenwood, PC, Patrick McKenna, Esq.
 - M. Planning Commission Solicitor – Buckley, Brion, McGuire & Morris LLP, Kristin Camp, Esq.
 - N. Engineer – (TBD)
 - O. Traffic Engineer – Albert Federico Consulting, LLC, Albert Federico, P.E., PTOE
 - P. Sewer Engineer – Carroll Engineering Corporation, William Malin, P.E.

- Q. Stormwater Management Engineer – Cedarville Engineering Group, LLC,
April Barkasi, P.E.
- R. Planning & Zoning Consultant – John Snook, AICP
- S. Auditors – Mingis, Gutowski & Company, David Barrett, CPA
- T. Historical Commission Appointments – (TBD)
Four (4) three-year terms ending December 31, 2022
- U. Planning Commission Appointment – (TBD)
One (1) 4-year term ending December 31, 2023
- V. Zoning Hearing Appointments – (TBD)
Two (2) 3-year terms ending December 21, 2022

X. Appointment of Depositories

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

XI. Township Holidays

Township offices will be closed on the following holidays:

- Wednesday, January 1 - New Year's Day
- Monday, January 20 - Martin Luther King Jr. Day
- Monday, February 17 - Presidents' Day
- Friday, April 10 - Good Friday
- Monday, May 25 - Memorial Day
- Friday, July 3 - Independence Day (observed)
- Monday, September 7 - Labor Day
- Thursday & Friday, November 26 & 27 – Thanksgiving
- Thursday & Friday, December 24 & 25 – Christmas

XII. 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 holiday. The Board will not meet on Monday, May 4.

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

Additional meetings of the Board may be held at 7:30 PM on the 2nd and 4th Monday of the month, as needed.

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

Workshop meetings may be held prior to regular and additional meetings of the Board. The workshop meeting starting times will be publicized in advance via township listserv and website posting.

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

XIII. Board of Auditors Organizational Meeting

Tuesday, January 7, 2020, 9:00 am, Township Municipal Building

XIV. Adjournment