

WESTTOWN TOWNSHIP

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AGENDA

Westtown Township Organizational Meeting

Tuesday, January 2, 2024 – 7:30 PM

Westtown Township Municipal Building
1039 Wilmington Pike, Westtown

- I. Call to Order & Pledge of Allegiance
- II. Swearing in Ceremony for Supervisor Edward Yost – Administered by the Honorable Martin G. Goch
- 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. Township Manager, Secretary, Treasurer, Right-to-Know Officer, Assistant Zoning Officer, Assistant Code Enforcement Official, & Deputy Delegate to the Chester County Tax Collection Commission – Jonathan Altshul
 - B. Assistant Township Manager, Director of Planning & Zoning, Code Enforcement Official and Zoning Officer – Liudmila Carter
 - C. Parks Coordinator, IT Coordinator, & Trash and Recycling Coordinator– Pam Coleman
 - D. Director of Finance, Delegate to the Chester County Tax Collection Committee, Deputy Tax Collector and Assistant Township Treasurer– Cindi King
 - E. Director of Public Works and Roadmaster – Mark Gross
 - F. Emergency Management Coordinator – Gerry DiNunzio, Jr.
 - G. Deputy Emergency Management Coordinator – Dennis Gallagher
 - H. Vacancy Board – Joe Stratton
 - I. Building Code Official – Code Inspections, Inc.
 - J. Solicitor – Gawthrop Greenwood, PC
 - K. Planning Commission Solicitor – Buckley, Brion, McGuire & Morris LLP
 - L. Engineer – Cedarville Engineering Group, LLC
 - M. Traffic Engineer – Albert Federico Consulting, LLC
 - N. Sewer Engineer – Carroll Engineering Corporation
 - O. Stormwater Management Engineer – Cedarville Engineering Group, LLC
 - P. Planning & Zoning Consultant – Brandywine Conservancy,
 - Q. Auditors – Mingis, Gutowski & Company, LLC

- R. Environmental Advisory Council – Bob Yeats
3-year term ending December 31, 2026
- S. Environmental Advisory Council – Adam Kapp
3-year term ending December 31, 2026
- T. Historical Commission Appointment – Pam Boulos
3-year term ending December 31, 2026
- U. Historical Commission Appointment – Paul Sookiasian
3-year term ending December 31, 2026
- V. Historical Commission Appointment – Patrick McDonough
3-year term ending December 31, 2026
- W. Planning Commission Appointment – Jack Embick
4-year term ending December 31, 2027
- X. Planning Commission Appointment – Joe Frisco
4-year term ending December 31, 2027
- Y. Parks & Recreation Commission – Carrie Stare
5-year term ending December 31, 2028
- Z. Zoning Hearing Board – Dave Skaggs
3-year term ending December 31, 2026

X. Appointment of Depositories

- A. Univest Bank and Trust Company
- B. Key Bank, N.A.
- C. Key Bank Private Client Investment Services
- D. Pennsylvania Local Government Investment Trust (PLGIT) (Custodian – Wells Fargo NA)
- E. Boenning & Scattergood
- F. Fulton Financial

XI. Township Holidays

Township offices will be closed on the following holidays:

- Monday, January 1 – New Years Day
- Monday, January 15 – Martin Luther King Jr. Day
- Monday, February 19 – Presidents Day
- Friday, March 29 – Good Friday
- Monday, May 27 – Memorial Day
- Thursday, July 4 – Independence Day
- Monday, September 2 – Labor Day
- Tuesday, November 5 – Election Day
- Thursday & Friday, November 28 & 29 – Thanksgiving
- Tuesday, December 24 & Wednesday, December 25 – Christmas Eve & Christmas Day

XII. Meeting Dates

A. Board of Supervisors

Regular meetings: First and third Monday of the month, with the exceptions of the New Years Day, Martin Luther King Day, Presidents Day, and Labor Day holidays when the meeting will be on the Tuesday after the holiday.

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 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: 7:00 pm

C. Parks and Recreation Commission

Third Tuesday of the month.

Location: Oakbourne Mansion
Time: 7:00 pm

D. Historical Commission

Second Tuesday of the month.

Location: Westtown Township Building
Time: 7:00 pm

E. Environmental Advisory Council

Fourth Tuesday of the month.

Location: Westtown Township Building
Time: 7:00 pm

XIII. Board of Auditors Organizational Meeting

Wednesday, January 3, 2023, 7:00 pm

XIV. Adjournment