

**Newlin Township  
Board of Supervisors  
Re-organizational Meeting**

**January 2, 2018**

**Call to Order:** The 2018 yearly re-organizational meeting of the Newlin Township Board of Supervisors convened at 8:00 p.m. at the The Newlin Township Maintenance Garage located at 1751 Embreeville Road, Coatesville, Pa. Present were Janie Baird, Robert Pearson, Bill Kelsall and Secretary, Gail Abel.

**Comment Period:** No comments.

**Organize:**

Gail Abel, Secretary opened the meeting, and announced this meeting was advertised in the DLN on January 6, 2017 along with the 2017 meeting schedule.

Bob Pearson took his oath of office on December 26, 2017.

Secretary asked the Board for a motion to elect a temporary Chairman. Bob Pearson made a motion to elect Bill Kelsall as temporary Chairman, seconded by Janie Baird and the motion was approved.

Janie Baird made the motion to elect Gail Abel as the temporary Secretary, seconded by Bill Kelsall and the motion was approved.

**Nominate and elect a Chairman:**

Bob Pearson made a motion to nominate Janie Baird as Chair, seconded by Bill Kelsall and the motion was approved.

**Nominate and elect a Vice Chairman:**

Janie Baird made the motion to nominate Bill Kelsall as Vice Chairman, seconded by Bob Pearson and the motion was approved.

**Appoint a Secretary and Treasurer:**

Bill Kelsall made the motion to appoint Gail Abel as the Secretary/Treasurer, seconded by Bob Pearson and the motion was approved. Wages remain the same as 2017.

**Appoint Employees-set wages:**

Bob Pearson made the motion to increase Robert Mastrippolito's wages to \$20. per hour, seconded by Bill Kelsall and the motion was approved. Bob Pearson made the motion for the Emergency Management wages set at \$1,600, seconded by Janie Baird and the vote was unanimous. Bob Pearson made the motion to keep Matt Hanson's wages at \$18.50 per hour, seconded by Bill Kelsall and the vote was unanimous.

**Establish Bond Amount:**

Bill Kelsall made a motion to increase the Secretary/Treasurer Bond to \$1,500,000. Bob Pearson seconded and the motion was approved

**Select Depositories:**

Janie Baird made the motion to use BB&T as our depository for the Township's General Fund Account, Meridian Bank for General Fund Savings Account, DNB First for Embreeville Building Fund, Key Bank for General Fund Savings Account and Citizens Bank for the Escrow Fund and Fire & EMS Account, TD Bank for Open Space Fund, Fire & EMS Tax Account, Land Acquisition and The State Liquid Fuel Fund; it was agreed the Secretary could open a new bank account at Malvern Federal for monies over the \$250,000 FDIC limit. Bill Kelsall seconded and the motion was approved.

**Appoint Road Master:**

Janie Baird made the motion to appoint Bob Pearson as the Road Master, seconded by Bill Kelsall and the motion was approved. Wages were declined by Mr. Pearson.

**Appoint Assistant Road Master:**

Bob Pearson made the motion to appoint Barbara Forney as Assistant to the Road Master, seconded by Bill Kelsall and the motion was approved.

**Appoint Auditor:**

Auditor is an elected position. Scott Hedgepeth was re-elected for a 6 year term.

**Appointments:**

**Planning Commission:**

Janie Baird made a motion to re-appoint Lee Trainer for an additional 4 years, Ben Barnett for a new 4 year term, seconded by Bill Kelsall and the motion was approved.

**Zoning Hearing Board:**

Bob Pearson made the motion to adopt Resolution 2018-01 appointing Jim Tupitza, Del Bittle, and Lewis Barnard, and to appoint Ross Unruh for the Zoning Hearing Attorney. Janie Baird seconded the motion and the motion was approved.

**Vacancy Board:**

Janie Baird made the motion to appoint Jim Tupitza for the Vacancy Board, seconded by Bob Pearson and the motion was approved.

**Emergency Coordinator:**

Janie Baird made the motion to re-appoint Robert Mastrippolito to serve as the Township's Emergency Coordinator, seconded by Bill Kelsall and the motion was approved.

**Appointment of Fire Marshall:**

Janie Baird made a motion to re-appoint Robert Mastrippolito as the Fire Marshall, seconded by Bill Kelsall and the motion was approved.

**Tax Collection Committee:**

Bill Kelsall made the motion to appoint Gail Abel as the primary tax collection committee member and Janie Baird as the 1<sup>st</sup> alternate. The position for 2<sup>nd</sup> alternate is not filled at this time. The motion was seconded by Bob Pearson and was approved.

**Regional Planning:**

Janie Baird made a motion to re-appoint Bob Pearson for the Regional Planning Committee, seconded by Bill Kelsall and the motion was approved. The Planning Commission designated person is to be confirmed.

**Building Committee:**

Janie Baird made the motion to appoint Bill Kelsall, Curt Bagnall, Bob Shippee, Bennett Baird and Caroline Haas to serve as the Building Committee for 2018, seconded by Bob Pearson and the motion was approved.

**History Committee:**

Janie Baird made the motion to appoint History Committee members as follows: John O'Neal, Muriel George, Roselynn Malarek, Tolly Roby and Sandy Reber. Janie Baird will serve as an ex-officio. The Advisor will remain as Karen Marshall. The motion was seconded by Bob Pearson and was approved.

**Appoint Engineer:**

Janie Baird made the motion to appoint Jim Fritsch with Register Associates as the Township Engineer, Bill Kelsall seconded and the motion was approved.

**Appoint Building/Zoning Officer:**

Bob Pearson made the motion to appoint Craig Kologie with Castle Valley Consultants as the Building

Inspector and Zoning Officer, seconded by Janie Baird and the motion was approved.

**Appoint Solicitor:**

Janie Baird made the motion to appoint Kristin Camp with Buckley Brion McGuire and Morris as the Solicitor, Bob Pearson seconded the motion and the motion was approved.

**Appoint Tax Collectors:**

Janie Baird made the motion to appoint Berkheimer Associates as the real estate tax collector, fire hydrant tax collector, Fire & EMS tax collector and Open Space Tax Collector, seconded by Bob Pearson and the motion was approved.

Janie Baird made the motion to appoint Keystone Tax Collection as the earned income tax collector, seconded by Bob Pearson and the motion was approved.

**Appoint Consultant:**

Janie Baird made the motion to appoint Ann Hutchinson, with Natural Lands Trust as the consultant for planning (if needed), seconded by Bill Kelsall and the motion was approved.

**Appoint Animal control:**

Bill Kelsall made a motion to appoint the SPCA as the animal control service, seconded by Bob Pearson and the motion was approved.

**Meeting Schedule:**

NEWLIN TOWNSHIP BOARD OF SUPERVISORS MEETINGS	NEWLIN TOWNSHIP PLANNING COMMISSION MEETINGS	NEWLIN TOWNSHIP OPEN SPACE COMMITTEE
ALL MEETINGS BEGIN AT 8PM	ALL MEETINGS BEGIN AT 8PM	ALL MEETINGS BEGIN AT 7PM
<b>2018</b>	<b>2018</b>	<b>2018</b>
JANUARY 8th	JANUARY 24th	JANUARY 10th-Forum @ Lenfest Center
FEBRUARY 12th	FEBRUARY 28th	FEBRUARY 5th
MARCH 12th	MARCH 28th	MARCH 5th
APRIL 9th	APRIL 25th	APRIL 2nd
MAY 14th	MAY 23rd	MAY 7th
JUNE 11th	JUNE 27th	JUNE 4th
JULY 9th	JULY 25th	no meeting
AUGUST 13th	AUGUST 22nd	no meeting
SEPTEMBER 10th	SEPTEMBER 26th	no meeting
OCTOBER 8th	OCTOBER 24th	OCTOBER 1st
NOVEMBER 12th (PROPOSED BUDGET)	NONE	NOVEMBER 5th
DECEMBER 10th	DECEMBER 5th	DECEMBER 3rd
<b>2019</b>	<b>2019</b>	<b>2019</b>
JANUARY 7th RE-ORGANIZATION	JANUARY 9th RE-ORGANIZATION	
JANUARY 14th	JANUARY 23rd	JANUARY 7th
Budget Worksessions will be held on September 26, 2018@8:30pm and October 24, 2018@8:30pm		
Note: Re-organizational meetings will be held at the Maintenance Garage		
Auditors Re-Organization meeting January 8, 2019 7pm		
Open Space Committee meets at the Maintenance Facility 1st Monday of most months 7pm		

Janie Baird made a motion to accept the meeting schedule as outlined, Bob Pearson seconded the motion and the motion was approved.

**Meeting Facility Agreement:** Janie Baird made a motion to accept the proposed meeting facility agreement with Natural Lands Trust for \$50/per meeting, Bill Kelsall seconded and the motion was approved.

**Certify Delegate to attend State Annual Conference:**

Bill Kelsall made the motion to designate Janie Baird the delegate representing the Township. Both Janie Baird and Gail Abel were approved to attend the State Association’s annual conference, Bob Pearson seconded and the motion was approved.

**Tax Rate Adoption:**

Janie Baird made the motion for real estate tax rate .75 mills; Fire Tax .48 mills, Emergency Services Tax .12 mills; earned income tax .5 percent; and Fire Hydrant .09264 mills, Janie Baird seconded and the motion was approved.

**Tax Rate Adoption:**

Janie Baird made the motion for real estate tax rate .75 mills; Fire Tax .48 mills, Emergency Services Tax .12 mills; earned income tax .5 percent, Fire Hydrant .09264 mills, and Open Space Tax .15 mills; Bill Kelsall seconded and the motion was approved.

**Kennett Region Fire & EMS:**

Bill Kelsall made a motion to appoint Bennett Baird as Commissioner with Bill Kelsall as Alternate for the Kennett Region Fire & EMS, Janie Baird seconded and the motion was approved.

**Library Representative:**

Bill Kelsall made a motion to re-appoint Loren Pearson and Karen Ammon as Library Representatives, Janie Baird seconded and the motion was approved.

**Open Space Committee:** Bill Kelsall made a motion to appoint Missy Shaffer, Fred Roberts, Janet Sidewater, Joe Torchiana as the Open Space Committee with Janie Baird servicing as ex-officio, Bob Pearson seconded and the motion was approved.

**Adjournment:** No further business. Bob Pearson made the motion for adjournment, seconded by Bill Kelsall and the motion was approved.

Time: 8:30pm

Respectfully Submitted,

Gail Abel

Recording Secretary

