

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

January 7, 2019

Call to Order: The 2019 yearly re-organizational meeting of the Newlin Township Board of Supervisors convened at 8:00 p.m. at 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 8, 2018 along with the 2018 meeting schedule. It is also posted on the Township website.

No Oath of Offices required.

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

Bob Pearson 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:

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

Appoint a Secretary and Treasurer:

Janie Baird made the motion to appoint Gail Abel as the Secretary/Treasurer, seconded by Bob Pearson and the motion was approved. Wages will be increased to \$33,420/per year.

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; Citizens Bank for the Escrow Fund; Malvern Federal for General Fund Savings Account; TD Bank for Open Space Tax Account, Fire & EMS Tax Account, Land Acquisition and the State Liquid Fuel Fund. Bob Pearson seconded and the motion was approved.

Appoint Employees-set wages:

Bill Kelsall made the motion to increase Robert Mastrippolito's wages to \$22. per hour, seconded by Bob Pearson and the motion was approved.

Bob Pearson made the motion for the Emergency Management wages set at \$1,600, Natural Lands Trust Consulting \$95/hour; Ross Unruh \$190/hour; Register Associates \$127/hour; Castle Valley \$2/more per hour for each classification of service; Kristin Camp \$195/hour; Vince Pompo \$200/hour. The motion was seconded by Janie Baird and the vote was unanimous.

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 set at \$3,500 for the Road Master.

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.

Roads, Costars Discussion for 2019 Contracts:

Costars has worked well for the past year. Bob Pearson made a motion to agree to 200 tons of Salt through the Costars program, seconded by Janie Baird and the motion was approved.

Appoint Auditor:

Auditor is an elected position. Jim Cornell is a temporary fill in for Bob Becker's remaining term through 2019.

Appointments:

Planning Commission:

Janie Baird made a motion to re-appoint Mike Mayer for an additional 4 years, seconded by Bob Pearson and the motion was approved.

Zoning Hearing Board:

Janie Baird made the motion to adopt Resolution 2019-01 appointing Jim Tupitza, Del Bittle, and Lewis Barnard as the Zoning Hearing Board. Bob Pearson seconded and the motion was approved.

Zoning Hearing Attorney:

Janie Baird made the motion to re-appoint Ross Unruh for the Zoning Hearing Attorney, Bob Pearson seconded and the motion was approved.

Vacancy Board:

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

Emergency Coordinator:

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

Tax Collection Committee:

Bob Pearson made the motion to appoint Gail Abel as the primary tax collection committee member and Janie Baird as the 1st alternate, seconded by Bill Kelsall and the motion 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's designated person is to be confirmed.

Building Committee:

Janie Baird made the motion to appoint Bill Kelsall, Bob Shippee, Bennett Baird and Caroline Haas to serve as the Building Committee for 2019, with Rob Mastrippolito serving as Ex Officio. The motion was seconded by Bob Pearson and was approved.

Appoint Engineer:

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

Appoint Building/Zoning Officer:

Janie Baird made the motion to appoint Craig Kologie with Castle Valley Consultants as the Building Inspector and Zoning Officer, seconded by Bill Kelsall and the motion was approved.

Appoint Solicitor:

Bob Pearson made the motion to appoint Kristin Camp with Buckley, Brion, McGuire and Morris as the Solicitor, Bill Kelsall seconded the motion and the motion was approved. Bob Pearson made the motion to appoint Vince Pompo, Esquire as needed for Embreeville, seconded by Janie Baird and the motion was approved.

Appoint Tax Collectors:

Bob Pearson 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; Keystone Tax Collection as the earned income tax collector. The motion was seconded by Bill Kelsall 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 Bob Pearson and the motion was approved.

Appoint Animal control:

Janie Baird made the 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 MEET- INGS	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
2019	2019	2019
JANUARY 14th	JANUARY 23rd	JANUARY 7th
FEBRUARY 11th	FEBRUARY 27th	FEBRUARY 4th
MARCH 11th	MARCH 27th	MARCH 4th
APRIL 8th	APRIL 24th	APRIL 1st
MAY 13th	MAY 22nd	MAY 6th
JUNE 10th***	JUNE 26th	JUNE 3rd
JULY 8th	JULY 24th	no meeting
AUGUST 12th	AUGUST 28th	no meeting
SEPTEMBER 9th	SEPTEMBER 25th	no meeting
OCTOBER 14th	OCTOBER 23rd	OCTOBER 7th
NOVEMBER 11th (PROPOSED BUDGET)	NONE	NOVEMBER 4th
DECEMBER 9th	DECEMBER 4th	DECEMBER 2nd
2020	2020	2020
JANUARY 6th RE-ORGANIZATION	JANUARY 8th RE-ORGANIZATION	
JANUARY 13th	JANUARY 22nd	JANUARY 6th
Budget Worksessions will be held on September 25, 2019@8:30pm and October 23, 2019@8:30pm		
Note: Re-organizational meetings will be held at the Maintenance Garage		

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***Meeting will be at Maintenance Garage NOT Lenfest Center-Due to scheduling conflict

Auditors Re-Organization meeting January 7, 2020 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 for \$50/per meeting, Bob Pearson seconded and the motion was approved.

Certify Delegate to attend State Annual Conference:

Janie Baird made the motion to designate Gail Abel as the voting delegate representing the Township. Secretary and Bill Kelsall 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 to set the following tax rates: 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. Bob Pearson seconded and the motion was approved.

Kennett Regional Fire & EMS:

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

Library Representative:

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

Open Space Committee:

Bob Pearson made a motion to appoint Janet Sidewater, Missy Shaffer, Joe Torchiana, Martin Tully and Andra Rudershausen as the Open Space Committee with Janie Baird serving as ex-officio. Bill Kelsall seconded the motion 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: 8:44pm
Respectfully Submitted,
Gail Abel
Recording Secretary

