

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

January 6, 2020

Call to Order:

The 2020 yearly re-organizational meeting of Newlin Township's Board of Supervisors convened at 8:00 p.m. at the Township's Maintenance Garage located at 1751 Embreeville Road, Coatesville, PA. Present were Bill Kelsall, Robert Pearson, Jim Cornell and Gail Abel.

Comment Period: No public comments

Preliminary Matters:

Gail Abel opened the meeting and advised that it had been advertised in the Daily Local News on January 9, 2019 and posted on the Township website.

The Oath of Office was administered to Jim Cornell, who was elected Supervisor for a six-year term in the November 2019 municipal election.

Bob Pearson's motion to elect Jim Cornell as temporary Chair was seconded by Bill Kelsall and unanimously approved.

Jim Cornell's motion to elect Gail Abel as temporary Secretary was seconded by Bill Kelsall and unanimously approved.

Chair:

Bob Pearson's motion to elect Bill Kelsall as Chairman was seconded by Jim Cornell and unanimously approved.

Vice Chair:

Bob Pearson's motion to nominate Jim Cornell as Vice Chair was seconded by Bill Kelsall and unanimously approved.

Auditor:

The Supervisors acknowledged the election of Jerome Lisuzzo as an Auditor for a six-year term in the November 2019 municipal election.

Tax Collector:

The Supervisors acknowledged the election of Kathleen Conway as Tax Collector for a two-year term in the November 2019 municipal election.

Secretary/Treasurer:

Bob Pearson's motion to appoint Gail Abel as Secretary and Treasurer was seconded by Bill Kelsall and unanimously approved.

Secretary/Treasurer's Bond:

Gail Abel advised that the Township's bonding company was unwilling to increase the Secretary/Treasurer's Bond up to the aggregate amount of funds currently in Township bank accounts (which she understood to be a reaction to the recent misappropriation of public funds in neighboring Kennett Square).

Bill Kelsall's motion to continue the Secretary/Treasurer's Bond at its current level of \$1,500,000 was seconded by Bob Pearson and unanimously approved.

Bill Kelsall directed the Secretary/Treasurer to explore alternatives to address the new bonding limits.

Depositories:

Bob Pearson made a motion to establish the following banks as depositories for the Township Accounts set forth below:

General Fund Account:

Truist Bank

General Fund Savings Account:

Meridian Bank

KeyBank

Malvern Bank, National Association

Santander Bank, N.A.

Embreeville Building Fund:

DNB First

Escrow Fund:

Citizens Bank, N.A.

Open Space Account, Fire & EMS Tax Account, State Liquid Fuel Fund:

TD Bank, N.A.

Land Acquisition Account:

TD Bank, N.A.

WSFS Bank

After Bill Kelsall seconded the motion, it was unanimously approved.

Roadmaster: Jim Cornell's motion to appoint Bob Pearson as Roadmaster was seconded by Bill Kelsall and unanimously approved.

Employees; Compensation:

The Supervisors made no changes in employees or job descriptions for 2020.

Bob Pearson made a motion that effective January 1, 2020: (a) the hourly wage of Rob Matrippolito (in his capacity as road crew foreman) should be increased to \$23.00/hr., and (b) the Secretary/Treasurer should receive a telephone allowance of \$50.00/mo. After Bill Kelsall seconded the motion, it was unanimously approved.

Bob Pearson advised that for 2020 he was declining compensation as Roadmaster.

The Supervisors made no other compensation changes for Township personnel for 2020, but determined to readdress the Secretary/Treasurer's compensation in the near future.

Assistant Roadmaster:

Bob Pearson's motion to appoint Barbara Forney as Assistant to the Roadmaster was seconded by Bill Kelsall and unanimously approved.

2020 Roads Contracts:

Bob Pearson requested authorization to execute an agreement, on behalf of the Township, with an eligible COSTARS contractor, providing for the supply of up to 200 tons of salt for road application at a price authorized under the COSTARS program. Upon motion duly made and seconded, the requested authorization was unanimously approved.

Planning Commission:

Bob Pearson's motion to appoint Bonnie Kibbie to the Planning Commission for a term of 4 years was seconded by Jim Cornell and unanimously approved

Zoning Hearing Board:

The Supervisors acted by a separate resolution to reappoint Lewis Barnard to the Zoning Hearing Board for a term of five years.

Zoning Hearing Board Attorney:

Bob Pearson's motion to re-appoint Ross Unruh as the Township's Zoning Hearing Board Attorney was seconded by Jim Cornell and unanimously approved.

Vacancy Board:

Bob Pearson's motion to appoint Jim Tupitza as the Township's Vacancy Board was seconded by Jim Cornell and unanimously approved.

Emergency Coordinator:

Bob Pearson's motion to re-appoint Robert Mastrippolito as the Township's Emergency Coordinator was seconded by Bill Kelsall and unanimously approved.

Fire Marshall:

Bob Pearson's motion to re-appoint Robert Mastrippolito as the Township's Fire Marshall was seconded by Jim Cornell and unanimously approved.

Tax Collection Committee:

Bob Pearson made the motion to appoint Gail Abel as the primary member of the Tax Collection Committee, and Jim Cornell as its first alternate member, was seconded by Bill Kelsall and unanimously approved.

Regional Planning Representatives:

Bill Kelsall's motion to re-appoint Bob Pearson and Bob Shippee (Planning Committee member) as the Township's representatives on the Regional Planning Committee was seconded by Jim Cornell and unanimously approved.

Building Committee:

Bob Pearson's motion to appoint Bill Kelsall, Bob Shippee, Bennett Baird, Caroline Haas and Rob Mastrippolito to the Building Committee for 2020 was seconded by Jim Cornell and unanimously approved.

Engineer:

Bob Pearson's motion to appoint Jim Fritsch of Regester Associates as Township Engineer was seconded by Bill Kelsall and unanimously approved.

Building/Zoning Officer:

Bob Pearson's motion to appoint Craig Kologie of Castle Valley Consultants as Township Building Inspector and Zoning Officer was seconded by Jim Cornell and unanimously approved.

Solicitor:

Bob Pearson's motion to appoint Kristin Camp of Buckley, Brion, McGuire and Morris as Township Solicitor was seconded by Jim Cornell and unanimously approved.

Open Records Officer:

Bob Pearson's motion to appoint Gail Abel as Open Records Officer was seconded by Jim Cornell and unanimously approved.

Stormwater Committee:

Bob Pearson's motion to appoint Jim Cornell and Bob Shippee to the Stormwater Committee was seconded by Bill Kelsall and unanimously approved.

Tax Collectors:

Bob Pearson's motion to appoint Berkheimer Associates as Tax Collector for Real Estate, Fire Hydrant, Fire & EMS and Open Space Taxes, and Keystone Collection Group as Tax Collector for Earned Income Taxes, was seconded by Jim Cornell and unanimously approved.

Tax Rates:

Bob Pearson made a motion to set the following tax rates for 2020:

- Real Estate Tax: 0.75 mills
- Fire Hydrant Tax: 0.09264 mills
- Fire Tax: 0.48 mills
- Emergency Services Tax: 0.12 mills
- Open Space Tax: 0.15 mills
- Earned Income Tax: 0.5 percent.

After discussion, Jim Cornell seconded the motion and it was unanimously approved.

Animal Control:

Bob Pearson's motion to appoint Brandywine Valley SPCA for animal control services was seconded by Bill Kelsall and unanimously approved.

Library Representative:

Bill Kelsall's motion to re-appoint Loren Pearson and Karen Ammon as Library Representatives to the Kennett Library was seconded by Jim Cornell seconded and approved. Bob Pearson abstained.

Kennett Fire and EMS Regional Commission:

Bob Pearson's motion to re-appoint Bennett Baird as Commissioner, with Bill Kelsall as Alternate, of the Kennett Fire and EMS Regional Commission was seconded by Jim Cornell and unanimously approved.

Open Space Committee:

Bob Pearson's motion to appoint Janet Sidewater, Missy Shaffer, Joe Torchiana, Martin Tully, Andra Rudershausen and Melina McConatha to the Open Space Committee (with Jim Cornell serving *ex officio*), was seconded by Bill Kelsall and unanimously approved.

Meeting Schedule:

The Secretary/Treasurer presented the following proposed schedule for meetings of the Board of Supervisors and key Committees:

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 6PM
2020	2020	2020
JANUARY 13th	JANUARY 22nd	JANUARY 6th
FEBRUARY 10th	FEBRUARY 26th	FEBRUARY 5th
MARCH 9th	MARCH 25th	MARCH 4th
APRIL 13th	APRIL 22nd	APRIL 1st
MAY 11th	MAY 27th	MAY 6th
JUNE 8th	JUNE 24th	JUNE 3rd
JULY 13th	JULY 22nd	no meeting
AUGUST 10th	AUGUST 26th	no meeting
SEPTEMBER 14th	SEPTEMBER 23rd	no meeting
OCTOBER 12th	OCTOBER 28th	OCTOBER 7th
NOVEMBER 9th (PROPOSED BUDGET)	NONE	NOVEMBER 4th
DECEMBER 14th (BUDGET ADOPTION)	DECEMBER 2nd	DECEMBER 2nd
2021	2021	2021
JANUARY 4th RE-ORGANIZATION	JANUARY 6th RE-ORGANIZATION	
JANUARY 11th	JANUARY 27TH	JANUARY 6th

Budget work sessions to be held on September 23, 2020 @8:30pm and October 28, 2020 @8:30pm
 Note: Re-Organizational meetings to be held at the Maintenance Garage
 Auditors Re-Organizational meeting to be held on January 5, 2021 @7:00pm
 Open Space Committee to meet at the Maintenance Facility 1st Wednesday of most months 6pm

Bob Pearson’s motion to accept the meeting schedule as presented was seconded by Bill Kelsall and unanimously approved.

Meeting Facility Agreement:

Bob Pearson’s motion to renew a meeting facility agreement with Natural Lands, at the rate of \$50.00 per meeting, was seconded by Jim Cornell and unanimously approved.

Planning Consultant:

Bob Pearson’s motion to appoint Ann Hutchinson of Natural Lands as the Township’s planning consultant was seconded by Jim Cornell and unanimously approved.

PSATS 98th Annual Educational Conference & Exhibit Show:

Bob Pearson’s motion to designate Jim Cornell as the Township’s voting delegate at the PSATS 98th Annual Educational Conference & Exhibit Show, and to authorize Gail Abel to attend the conference, was seconded by Bill Kelsall and unanimously approved.

Adjournment:

There being no further business, Bob Pearson’s motion to adjourn the meeting was seconded by Bill Kelsall and unanimously approved.

Time: 8:58pm
 Respectfully Submitted,
 Gail Abel, Secretary

