

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

January 4, 2021

Call to Order:

The 2020 yearly Re-organizational Meeting of Newlin Township's Board of Supervisors convened at 7:00 p.m. via Zoom Internet. Present were Supervisors Bill Kelsall (Chair), Bob Pearson and Jim Cornell, and Secretary/Treasurer 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 8, 2020 and posted on the Township website.

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

Mr. Pearson's motion to elect Gail Abel as temporary Secretary was seconded by Mr. Cornell and unanimously approved.

Chair:

Mr. Cornell's motion to elect Mr. Kelsall as Chair was seconded by Mr. Pearson and unanimously approved.

Vice Chair:

Mr. Kelsall's motion to elect Mr. Cornell as Vice-Chair was seconded by Mr. Pearson and unanimously approved.

Auditors:

Ms. Abel noted that Scott Hedgepeth had resigned as a Township auditor, and that because Mr. Hedgepeth's term would not have expired until January 2023, it would be appropriate for the Supervisors to temporarily fill the resulting vacancy by appointing a replacement for the current year (the replacement for the balance of Mr. Hedgepeth's term to be determined by general election in November 2021). After discussion, Mr. Cornell's motion to appoint Nicole Evans as a Township auditor through the date of the Township's 2022 Re-Organizational meeting was seconded by Mr. Pearson and unanimously approved.

Tax Collector:

Mr. Pearson's motion to re-appoint Kathleen Conway as Tax Collector for an additional 4-year term was seconded by Mr. Cornell and unanimously approved.

Secretary/Treasurer:

Mr. Pearson’s motion to re-appoint Gail Abel as Secretary and Treasurer for 2021 was seconded by Mr. Cornell and unanimously approved.

Secretary/Treasurer’s Bond:

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

Depositories:

Mr. Pearson’s motion to establish the following banks as depositories for the Township Accounts was seconded by Mr. Cornell and unanimously approved:

General Fund Account:

Truist Bank

General Fund Savings Account:

Meridian Bank

KeyBank

Malvern Bank, National Association

Santander Bank, N.A.

Embreeville Building Fund:

S&T Bank

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

Compensation:

The Supervisors made no changes in employees’ compensation or job descriptions for 2021.

Roadmaster:

Mr. Cornell’s motion to re-appoint Mr. Pearson as Roadmaster for 2021 was seconded by Mr. Kelsall and unanimously approved. Mr. Pearson advised that as in previous years he was declining compensation as Roadmaster.

Assistant Roadmaster:

Mr. Pearson’s motion to re-appoint Barbara Forney as Assistant to the Roadmaster for 2021 was seconded by Mr. Cornell and unanimously approved.

2020 Roads Contracts:

Mr. Pearson’s request for 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 was seconded by Mr. Cornell and unanimously approved.

Planning Commission:

Mr. Pearson's motion to re-appoint Bob Shippee to the Planning Commission for an addition 4-year term was seconded by Mr. Cornell and unanimously approved.

Zoning Hearing Board:

No terms are expiring in 2021.

Zoning Hearing Board Attorney:

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

Vacancy Board:

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

Emergency Coordinator:

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

Fire Marshall:

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

Tax Collection Committee:

Mr. Pearson's motion to re-appoint Gail Abel as the primary member of the Tax Collection Committee, and Jim Cornell as its first alternate member, was seconded by Mr. Kelsall and unanimously approved.

Regional Planning Representatives:

Mr. 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 Mr. Cornell and unanimously approved.

Building Committee:

Mr. Pearson's motion to re-appoint Bill Kelsall, Bob Shippee, Bennett Baird, Marilyn Tully, Dan Finnerty and Rob Mastrippolito to the Building Committee for 2021 was seconded by Mr. Cornell and unanimously approved.

Engineer:

Mr. Pearson's motion to re-appoint Jim Fritsch of Regester Associates as Township Engineer and accept his fee schedule proposal was seconded by Mr. Cornell and unanimously approved.

Building/Zoning Officer:

Mr. Pearson's motion to re-appoint Craig Kologie of Castle Valley Consultants as Township Building Inspector and Zoning Officer and accept his proposed fee schedule was seconded by Mr. Cornell and unanimously approved.

Solicitor:

Mr. Pearson's motion to re-appoint Kristin Camp of Buckley, Brion, McGuire and Morris as Township Solicitor and accept her proposed fee schedule was seconded by Mr. Cornell and unanimously approved.

Open Records Officer:

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

Stormwater Committee:

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

Tax Collectors:

Mr. Pearson's motion to re-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 Mr. Cornell and unanimously approved.

Tax Rates:

Upon motion by Mr. Pearson, seconded by Mr. Cornell, the following Township tax rates were unanimously approved for 2021:

- 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.

Animal Control:

Mr. Pearson's motion to re-appoint Brandywine Valley SPCA for animal control services was seconded by Mr. Cornell and unanimously approved.

Library Representative:

Ms. Abel noted that Karen Ammon has resigned as a Library Representative. Mr. Kelsall's motion to appoint Barbara Forney, re-appoint Loren Pearson, as Library Representatives to the Kennett Library for 2021 was seconded by Mr. Cornell and approved. Mr. Pearson abstained.

Kennett Fire and EMS Regional Commission:

Mr. Pearson's motion to re-appoint Bennett Baird as a Commissioner of the Kennett Fire and EMS Regional Commission, with Bill Kelsall as Alternate, for 2021 was seconded by Mr. Cornell and unanimously approved.

Open Space Committee:

Mr. Pearson's motion to re-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*), for 2021 was seconded by Mr. Kelsall and unanimously approved.

Meeting Schedule:

Upon Mr. Pearson's motion, seconded by Mr. Cornell, the following schedule for meetings of the Board of Supervisors and key Committees was unanimously approved:

NEWLIN TOWNSHIP BOARD OF SUPERVISORS MEETINGS	NEWLIN TOWNSHIP PLANNING COMMISSION MEETINGS	NEWLIN TOWNSHIP OPEN SPACE COMMITTEE
7:30PM 2021	7:30PM 2021	6:00PM 2021
JANUARY 11th	JANUARY 27th	JANUARY 4th
FEBRUARY 8th	FEBRUARY 24th	FEBRUARY 1st
MARCH 8th	MARCH 24th	MARCH 1st
APRIL 12th	APRIL 28th	APRIL 5th
MAY 10th	MAY 26th	MAY 3rd
JUNE 14th	JUNE 23rd	JUNE 7th
JULY 12th	JULY 28th	no meeting
AUGUST 9th	AUGUST 25th	no meeting
SEPTEMBER 13th	SEPTEMBER 22nd	no meeting
OCTOBER 11th	OCTOBER 27th	OCTOBER 4th
NOVEMBER 8th (PROPOSED BUDGET)	NONE	NOVEMBER 1st
DECEMBER 13th (BUDGET ADOPTION)	DECEMBER 1st	DECEMBER 6th
2022	2022	2022
JANUARY 3rd RE-ORGANIZATION	JANUARY 5th RE-ORGANIZATION	
JANUARY 10th	JANUARY 26TH	JANUARY 3rd

<p>Budget Worksessions will be held on September 22, 2021 and October 27, 2021 immediately following the Planning Commission Meetings which start at 7:30pm Note: Re-organizational meetings will be held at the Maintenance Garage Auditors Re-Organization meeting January 4, 2022 7pm</p>
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Board Meetings:

Until (post-COVID-19) Natural Lands' Lenfest Center again becomes available, the Supervisors determined that Board Meetings should continue to be held via Zoom Internet and that the Township's Maintenance Garage would be used when in-person meetings were feasible.

Planning Consultant:

Mr. Pearson's motion to re-appoint Ann Hutchinson of Natural Lands as the Township's planning consultant was seconded by Mr. Cornell and unanimously approved.

PSATS 100th Annual Educational Conference & Exhibit Show:

Mr. Pearson's motion to designate Jim Cornell as the Township's voting delegate at the PSATS 100th Annual Educational Conference & Exhibit Show, and to authorize Gail Abel to attend the conference, was seconded by Mr. Kelsall and unanimously approved.

Adjournment:

Upon Mr. Pearson's motion, seconded by Mr. Kelsall, the meeting was adjourned.

Time: 7:35pm
Respectfully Submitted,
Gail Abel, Secretary