

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

January 3, 2022

Call to Order:

The 2022 yearly Re-organizational Meeting of Newlin Township's Board of Supervisors convened at 7:30 pm at the Township Garage located at 1751 Embreeville Road. Present were Supervisors Bill Kelsall (Chair), Jim Cornell (Vice-Chair) and Bob Pearson, and Secretary/Treasurer Gail Abel (participating via Zoom Internet).

Comment Period: Barbara Forney, Assistant Road Master, presented for the Board's consideration a Road Maintenance Grant Application to the Chester County Conservation District ("CCCD") for Indian Hannah Road. The total grant request is \$218,812.00 (with an in-kind contribution in the amount of \$118,150.00 for a Total project Value of \$336,962.00. Ms. Forney requested approval of this request at the Board's January 10th meeting. After discussion, Mr. Pearson advised that if CCCD were to approve the application, he could delay the proposed 2022 Marlboro Springs Road Project so that the work on Indian Hannah Road would not increase the deficit currently reflected in the 2022 Budget.

Preliminary Matters:

Ms. Abel advised that the meeting had been advertised in the Daily Local News and posted on the Township website.

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

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

Chair:

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

Vice Chair:

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

Auditors:

Mr. Kelsall acknowledged the November 2021 election of Nicole Evans as a Township Auditor for a six-year term. Ms. Abel advised that in light of correspondence from Chester County, it would be appropriate to appoint Jason Evans for a one-year term in order to fill the remaining Auditor vacancy. After discussion, Mr. Pearson's motion to appoint Jason Evans as a Township Auditor through January 2023 was seconded by Mr. Cornell and unanimously approved.

Tax Collector:

Mr. Kelsall acknowledged the November 2021 election of Kathleen Conway as Tax Collector for a four -year term.

Secretary/Treasurer:

Upon Mr. Pearson’s motion, seconded by Mr. Cornell and unanimously approved, Gail Abel was reappointed as Secretary and Treasurer for 2022, with a salary of \$34,274.00 plus \$6,180.00 for her services as Secretary to the Planning Commission (reflecting a 6% cost-of-living increase).

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

Malvern Bank, National Association

TD Bank, N.A.

Escrow Fund:

Citizens Bank, N.A.

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

TD Bank, N.A.

Compensation:

Upon Mr. Pearson's motion, seconded by Mr. Cornell and unanimously approved, Robert Mastrippolito was reappointed as the Township’s road crew employee at the hourly rate of \$25.50 (reflecting a 6% cost-of-living increase).

Roadmaster:

Mr. Kelsall’s motion to re-appoint Mr. Pearson as Roadmaster for 2022 was seconded by Mr. Cornell 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 2022 was seconded by Mr. Cornell and unanimously approved.

2022 Roads Contracts:

Mr. Pearson's request to use the COSTARS contractor to supply 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. Cornell's motion to re-appoint Lee Trainer and Ben Barnett to the Planning Commission for four-year terms was seconded by Mr. Pearson and unanimously approved.

Zoning Hearing Board:

No terms are expiring in 2022.

Zoning Hearing Board Attorney:

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

Upon Mr. Pearson's motion, seconded by Mr. Cornell and unanimously approved, Robert Mastrippolito was re-appointed as Emergency Coordinator, with an annual salary \$1,600.00.

Fire Marshall:

Mr. Pearson's motion to re-appoint Robert Mastrippolito as 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. Cornell'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. Kelsall 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 2022 was seconded by Mr. Cornell and unanimously approved.

Engineer:

Mr. Pearson's motion to re-appoint Jim Fritsch of Register Associates as Township Engineer, and accept his hourly rate of \$145.00, 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 hourly rate of \$126.00, was seconded by Mr. Cornell and unanimously approved.

Solicitor:

Mr. Pearson's motion to re-appoint Kristin Camp of Buckley, Brion, McGuire & Morris, LLP as Township Solicitor, and accept her hourly rate of \$200.00, 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 2022:

- 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:

Mr. Cornell’s motion to appoint re-appoint Barbara Forney and Loren Pearson as Library Representatives to the Kennett Public Library for 2022 was seconded by Mr. Bill Kelsall 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 2022 was seconded by Mr. Cornell and unanimously approved.

Open Space Committee:

Mr. Pearson’s motion to re-appoint Janet Sidewater, Missy Shaffer, Joe Torchiana, Andra Rudershausen, and Melina McConatha to the Open Space Committee (with Jim Cornell serving *ex officio*) for 2022 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 ALL MEETINGS BEGIN AT 7:30 pm	NEWLIN TOWNSHIP PLANNING COMMISSION MEETINGS ALL MEETINGS BEGIN AT 7:30 pm	NEWLIN TOWNSHIP OPEN SPACE COMMITTEE ALL MEETINGS BEGIN AT 6 pm
2022	2022	2022
JANUARY 10	JANUARY 26	JANUARY 3
FEBRUARY 14th	FEBRUARY 23rd	FEBRUARY 7th
MARCH 14	MARCH 23	MARCH 7
APRIL 11	APRIL 27	APRIL 4
MAY 9	MAY 25	MAY 2
JUNE 13	JUNE 22	JUNE 6
JULY 11	JULY 27	no meeting
AUGUST 8	AUGUST 24	no meeting
SEPTEMBER 12	SEPTEMBER 28	no meeting
OCTOBER 10	OCTOBER 26	OCTOBER 3rd
NOVEMBER 14 (PROPOSED BUDGET)	NONE	NOVEMBER 7
DECEMBER 12 (BUDGET ADOPTION)	DECEMBER 7	DECEMBER 5
2023	2023	2023
JANUARY 3rd RE-ORGANIZATION		
JANUARY 10	JANUARY 26TH	JANUARY 3
Budget Worksessions will be held on September 28, 2022 and October 26, 2022		
immediately following the Planning Commission Meetings, which start at 7:30 pm		
Auditors Re-Organization meeting January 4, 2023 at 12:00 pm		
Open Space Committee meets at the Maintenance Facility 1st Monday of most months 6 pm		
All meetings will be held at the Township Maintenance Garage 1751 Embreeville Road, Coatesville, Pa 19320.		

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 2022 Annual Educational Conference & Exhibit Show:

All meetings will be held at the Township Maintenance Garage 1751 Embreeville Road, Coatesville, Pa 19320.

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 2022 Annual Educational Conference & Exhibit Show:

Mr. Pearson's motion to designate Gail Abel as the Township's voting delegate at the PSATS 2022 Annual Educational Conference & Exhibit Show was seconded by Mr. Cornell and unanimously approved.

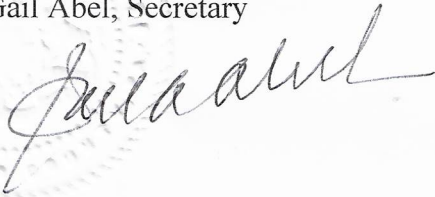
Adjournment:

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

Time: 8:06pm

Respectfully Submitted,

Gail Abel, Secretary

A handwritten signature in cursive script, appearing to read "Gail Abel", is written over a faint circular official seal.