

**Newlin Township
Board of Supervisors
Meeting Minutes
January 11, 2021**

Call to Order: The Board of Supervisors' monthly Board Meeting convened at 7:30 p.m. on Monday, January 11, 2021, via Zoom Internet. Present were Supervisors Bill Kelsall (Chair), Bob Pearson and Jim Cornell, and Secretary/Treasurer Gail Abel.

Announcements: Mr. Kelsall announced there was an executive session on January 4, 2021 to discuss real estate.

Comments: Mr. Pearson advised that Bennett Baird, Chair of the Building Committee will develop a scope for a job description for the rental manager position currently held by Robert Mastrippolito. Mr. Baird & Mr. Mastrippolito will put together a draft for the Supervisors' review.

Minutes: Ms. Abel presented the minutes of the December 14, 2020, Board Meeting and January 4, 2021 Re-Organizational Meeting. Mr. Pearson's motion to approve those minutes was seconded by Mr. Cornell and unanimously approved.

Financial Report: Ms. Abel presented the monthly Financial Report: As of December 31, 2020, the Township had \$1,831,831.60 on deposit, including \$1,540,605.64 in general and unrestricted funds. Overall, this represented a net increase of \$302,684.56 since December 31, 2020. Mr. Pearson's motion to approve the Financial Report was seconded by Mr. Cornell and unanimously approved.

Payment Authorization: Ms. Abel presented a list of pending bills, invoices, and other recurring/routine payments totaling \$117,055.93; \$99,693.77 from the general fund and \$12,800.70 from the Fire & EMS Tax account and \$4,561.46 from the State Liquid Fuel Fund and requested payment authorization.

Mr. Pearson requested that payment of an \$866.93 bill from Storm Chasers LLC dba Servpro of Kennett Square/Oxford (for removal of construction/repair dust in the Township's rental unit) be deferred pending further discussion with the contractor who performed the construction/repair.

After further discussion, the Supervisors also decided to defer the budgeted transfer of \$10,000 from the General Fund to the Open Space Fund until later in the year.

Mr. Pearson's motion to authorize the payment of the listed items (except for the two deferred items) report was seconded by Mr. Cornell and unanimously approved.

401(a) Pension Plan Contribution: Mr. Cornell advised that it benefit the financial performance of the 401(a) Retirement Plan if the Township could make its 2021 contribution to that Plan as early in the year as possible. After discussion, Mr. Cornell's motion to author-

ize and direct the Treasurer to contribute \$13,000 to the Township's 401(a) Plan, by inter-bank transfer as promptly as practicable, was seconded by Mr. Pearson and unanimously approved.

Unionville Area Regional Comprehensive Plan: Mr. Kelsall noted that under the Municipal Planning Code, the Unionville Area Regional Comprehensive Plan (now ten years old) needs to be updated. He advised that the Chair of the Unionville Area Regional Planning Task Force had requested that the Township provide a letter (in the form presented to the Supervisors) in support of its application for a grant under the Chester County Vision Partnership Program in order to fund a portion of the costs of the update. Mr. Pearson's motion to authorize Mr. Kelsall to sign the letter was seconded by Mr. Cornell and unanimously approved.

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

Time: 7:52 p.m.
Respectfully Submitted,
Gail Abel, Secretary