

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

January 3, 2023

Call to Order:

The 2023 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.

Comment Period: No comments.

Preliminary Matters:

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

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

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

Auditors:

No changes in Auditor's elections.

Tax Collector:

No changes for Tax Collector elections.

Secretary/Treasurer:

Upon Mr. Pearson's motion, seconded by Mr. Cornell and unanimously approved, Gail Abel was reappointed as Secretary and Treasurer for 2023, with 2023 compensation consisting of (A) a salary of \$32,232, (B) a salary of \$6,530 for her services as Secretary to the Planning Commission and (C) \$4,622 for health insurance reimbursement.

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.

Roadmaster:

Mr. Cornell’s motion to re-appoint Mr. Pearson as Roadmaster for 2023 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 2023 was seconded by Mr. Cornell and unanimously approved.

Employee:

Upon Mr. Pearson's motion, seconded by Mr. Cornell and unanimously approved Joe Cornelius was reappointed as the Township’s Road Crew employee, with 2023 compensation consisting of (A) an hourly wage of \$25.50 and (B) \$7,460 for health insurance reimbursement.

2023 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. Pearson’s motion to re-appoint Michael Meyer to the Planning Commission for a four-year term was seconded by Mr. Cornell and unanimously approved.

Zoning Hearing Board:

Mr. Cornell’s motion to adopt Resolution 2023-01, re-appointing James Tupitza to the Zoning Hearing for an additional five-year term, was seconded by Mr. Pearson and unanimously approved.

Zoning Hearing Board Attorney:

Mr. Pearson's motion to re-appoint Unruh Turner Burke & Freas 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 Mr. 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, Richard Hicks was re-appointed as Emergency Coordinator, with an annual salary \$1,600.00.

Fire Marshall:

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

Tax Collection Committee:

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

Regional Planning Representatives:

Mr. Cornell's motion to re-appoint Mr. Pearson and Robert 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 Mr. Kelsall, Mr. Shippee, Marilyn Tully and Daniel Finnerty, and to appoint Richard Kingery, to the Building Committee for 2023 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 to accept his hourly rate of \$153.00, 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 to accept his hourly rate of \$134.00, 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 to accept her hourly rate of \$210.00, was seconded by Mr. Cornell and unanimously approved.

Open Records Officer:

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

Stormwater Committee:

Mr. Pearson’s motion to re-appoint Mr. Cornell and Mr. 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:

Ms. Abel confirmed that the Township has established the following tax rates for 2023:

- Real Estate Tax: 0.75 mills
- Fire Hydrant Tax: 0.09264 mills
- Fire Tax: 0.70 mills
- Emergency Services Tax: 0.50 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 2023 was seconded by Mr. Bill Kelsall and approved (Mr. Pearson abstaining).

Kennett Fire and EMS Regional Commission:

Mr. Kelsall’s motion to appoint Mr. Cornell as a Commissioner of the Kennett Fire and EMS Regional Commission (“KFERC”) for 2023 was seconded by Mr. Pearson and unanimously approved. Mr. Cornell’s motion to nominate Mr. Kelsall as the Township’s Alternate KFERC Commissioner for 2023 was seconded by Mr. Pearson and unanimously approved.

Open Space Committee:

Mr. Pearson’s motion to re-appoint Janet Sidewater, Missy Shaffer, Joseph Torchiana, Andra Rudershausen, and Melina McConatha to the Open Space Committee for 2023 was seconded by Mr. Kelsall and unanimously approved. The Supervisors determined not to designate an ex officio member of the Open Space Committee.

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 7:30PM	NEWLIN TOWNSHIP PLANNING COMMISSION MEETINGS ALL MEETINGS BEGIN AT 7:30PM	NEWLIN TOWNSHIP OPEN SPACE COMMIT- TEE ALL MEETINGS BEGIN AT 6PM
2023	2023	2023
JANUARY 9th	JANUARY 25th	
FEBRUARY 13th	FEBRUARY 22nd	FEBRUARY 6th
MARCH 13th	MARCH 22nd	MARCH 6th
APRIL 10th	APRIL 26th	APRIL 3rd
MAY 8th	MAY 24th	MAY 1st
JUNE 12th	JUNE 28th	JUNE 5th
JULY 10th	JULY 26th	no meeting
AUGUST 14th	AUGUST 23rd	no meeting
SEPTEMBER 11th	SEPTEMBER 27th	no meeting
OCTOBER 9th	OCTOBER 25th	OCTOBER 2nd
NOVEMBER 13th (PROPOSED BUDGET)	NONE	NOVEMBER 6th
DECEMBER 11th (BUDGET ADOPTION)	DECEMBER 6th	DECEMBER 6th
2024	2024	2024
JANUARY 2nd RE-ORGANIZATION		
JANUARY 8th	JANUARY 24TH	
Budget Worksessions will be held on September 27, 2023 and October 25, 2023 at 7:30pm		
Auditors Re-Organization meeting January 3, 2024 at 12pm		

Planning Consultant:

Mr. Pearson’s motion to re-appoint Ann Hutchinson of Natural Lands as the Township’s planning consultant, and accept her hourly rate of \$100.00, was seconded by Mr. Cornell and unanimously approved.

PSATS 2023 Annual Educational Conference & Exhibit Show:

Mr. Pearson’s motion to designate Mr. Cornell as the Township’s voting delegate at the PSATS 2023 Annual Conference & Exhibit Show, and to designate Ms. Abel as alternate delegate (if Mr. Cornell cannot attend) was seconded by Mr. Kelsall and unanimously approved.

Retirement Plan:

Mr. Cornell's motion to contribute \$6,809 to Ms. Abel's 401(a) Retirement Plan account was seconded by Mr. Pearson and unanimously approved. Additional 2023 contributions are contemplated after Mr. Cornelius becomes eligible to participate in that Plan.

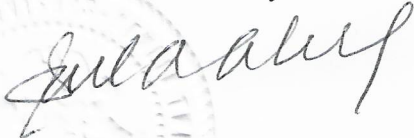
Adjournment:

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

Time: 8:22pm

Respectfully Submitted,

Gail Abel, Secretary

A handwritten signature in cursive script, appearing to read "Gail Abel", is written over a faint circular embossed seal. The seal contains text that is mostly illegible but appears to include "SECRETARY" and "GAIL ABEL".