

**LONDONDERRY TOWNSHIP  
BOARD OF SUPERVISORS'  
2019 ORGANIZATION MEETING MINUTES  
MONDAY, JANUARY 07, 2019**

**TIME: 7:30 PM**

**SUPERVISORS (with term expiration dates):** Gene Wier (2019), Lou Simone (2021), and Richard Brown (2023).

**OPENING OF MEETING:** At the Londonderry Township Municipal Building, 103 Daleville Road, Cochranville, PA 19330, Richard Brown called the Organization Meeting to order at 7:30 PM. In attendance were Lou Simone, Richard Brown and Gene Wier.

**APPOINTMENT OF TEMPORARY SECRETARY:** Richard Brown nominated Janice Hearne to serve as temporary secretary. Gene Wier seconded the nomination and the vote was 3-0 for approval.

**APPOINTMENT OF TEMPORARY CHAIRMAN:** Janice Hearne called for the nomination of a temporary Chairman. Gene Wier nominated Richard Brown as temporary Chairman. Richard Brown seconded the nomination and the vote was 3-0 in favor.

**TEMPORARY CHAIRMAN CALLED FOR PERMANENT CHAIRMAN:** Richard Brown nominated Louis Simone as permanent Chairman of the BOS. Gene Wier seconded the nomination and the vote was 3-0 in favor.

**CHAIRMAN CALLS FOR NOMINATIONS FOR VICE-CHAIRMAN:** Lou Simone nominated Richard Brown as Vice-Chair and Gene Wier seconded. The vote was 3-0 in favor.

**APPOINTMENT OF SECRETARY AND TREASURER:** Richard Brown nominated Janice Hearne as permanent Secretary and Alison Emmons as Treasurer. Gene Wier seconded the nominations and the vote was 3-0 in favor.

**APPOINTMENT OF OPEN RECORDS OFFICER:** Richard Brown nominated Janice Hearne as Open Records Officer. Gene Wier seconded the nomination and the vote was 3-0 in favor.

**APPOINTMENT OF 2019 RECYCLING COORDINATOR:** Richard Brown nominated Janice Hearne as Recycling Coordinator. Gene Wier seconded the nomination and the vote was 3-0 in favor.

**APPOINTMENTS TO BE MADE BY SUPERVISORS:** Richard Brown made a blanket **MOTION** to appoint Darryl King as Roadmaster and Dalton King, Road Crew. Gene Wier seconded the motion and the vote was 3-0 in favor.

**LDT APPOINTMENTS TO BE MADE BY SUPERVISORS:** Richard Brown made the following **MOTION** to reaffirm the LDT appointments listed below with term expirations as indicated:

**Zoning Hearing Board:** Crystal Leff (2021), Charlie Petry (2019), Barbara Stewart (2019) and alternate Dr. Tim Cassidy (2020).

**Zoning Hearing Board Solicitor:** Thomas Oeste, Esquire (Buckley Brion McGuire and Morris LLP) general Zoning Hearing Board Attorney and Amanda J. Sundquist (Unruh Turner Burke and Frees), Zoning Hearing Board Attorney FOR Windurra ONLY:

**Auditors:** Jim French (2019) and Cathy Petry (2021) with one vacancy.

**Zoning Officer:** Bill Beers (Tetrahedron)

**Vacancy Board:** Bill Venditta

**Tax Collector:** Cindy Reyburn (2021)

**Planning Commission Members:** Rich Henryson (2020), Lou Simone (2020), Bruce Miller (2021), Steven Brumfield (2021), Greg Papiernik (2019), Louis Micolucci (2019), and Roger Martinie (2024).

**Open Space Committee:** Hank Detering, Cindy Reyburn, Rich Henryson and Richard Brown (No term limits)

**Historical Committee:** Diane Henryson, Kevin Witman, Mary Ann Henry, Charlotte Wrigley, Stefanie Wrigley, Arlene and Bob Kellett, Philip Edwards, Richard Simpson, Emily Artinian, Len Bergdoll, Emily Singer, Jesse Stroh, Jessica Reyes, Joan Ryder and Betty Styer. (No term limits)

**Transfer Station:** Richard Simpson with Charles Wallace as alternate

**Website:** Sue Haldeman / Janice Hearne

**Newsletter:** Vacancy

Gene Wier seconded the motion and the vote was 3-0 in favor.

**LDT ENGINEER AND LEGAL COUNCIL APPOINTMENTS:** Richard Brown announced the following appointments:

ARRO Consultants (Engineers) with Spence Address (Government Specialists) serving as point of contact with ARRO  
Gawthrop Greenwood (Stacey Fuller, Patrick McKenna, Anthony Verwey - Solicitors)

Richard Brown made a **MOTION** to appoint Gawthrop Greenwood, ARRO and Spence Address. Gene Wier seconded the motion and the vote was 3-0 in favor.

**LDT CONSULTANTS & VENDORS:** Richard Brown made a blanket **MOTION** to reaffirm the following consultants and vendors:

**Asphalt Industries, Inc.**

**Brandywine Conservancy**

**Burkhart, Inc.** (New Daleville Snow Plowing and vehicle repairs)

**Centric Business Systems** (New Copier)

**Chester County Association of Township Officials (CCATO)**

**Chester County Solid Waste Authority**

**Chester County SPCA**

**Chester Water Authority**

**Cochranville Fire Company – Emergency Services**  
**Cochranville Lawn Service**  
**Commonwealth Code Inspection Services (Pete Kingsley-Inspector)**  
**Crown Castle**  
**Custodial Services - Karen Erskine**  
**DocSTAR / ITC Imaging**  
**Emergency Management Coordinator - Chuck Freese**  
**General Code**  
**Harlan Construction**  
**IT Consultant – Todd Reid**  
**Morton Salt**  
**Mummert Construction – Allen Mummert (Building Repairs)**  
**Ordinance Writer/Planner – David Sweet**  
**Signal Services (Rt. 41 Traffic Light)**  
**Southern Chester County Emergency Medical Services – Life Support**  
**Sprint (Cell Tower)**  
**Summers & Zims, Inc. (Heating and Air Conditioning)**  
**Tetrahedron Consultants, Inc. - Bill Beers**  
**Trash Tech**  
**Tree Medic – Mark Mummert**  
**Umbreit Korengel & Associates**  
**Verizon (Cell Tower)**

Gene Wier seconded the motion and the vote was 3-0 in favor.

**TREASURER’S BOND AMOUNT:** Richard Brown made a **MOTION** to affirm the Treasurer’s Bond in the amount of \$2,000,000 from January 07, 2019 through January 06, 2020. Gene Wier seconded the motion and the vote was 3-0 in favor of approval.

**APPOINTMENT OF MEMBER TO LCTCB BOARD:** Richard Brown made a **MOTION** to reappoint Alison Emmons as LDT representative to the LCTCB Board. Gene Wier seconded the motion and the vote was 3-0 in favor.

**DEPOSITORIES FOR TOWNSHIP FUNDS:** Richard Brown made a **MOTION** to reaffirm the following bank depositories for LDT funds:

**National Bank of Malvern:** Four (4) CDs-General Fund and Two (2) CDs-Liquid Fuels Fund.

**BB&T Bank:** General Fund Checking and Savings; Liquid Fuels Checking and Savings; Open Space Fund Checking; Traffic Improvements Fund Checking; and Two (2) Open Space Loans.

**Santander Bank:** Escrow Accounts.

**PA Local Government Investment Trust (PLGIT):** General Fund Prime Investment Account and Liquid Fuels Prime Investment Account.

Gene Wier seconded the motion and the vote was 3-0 in favor. Richard Brown asked Alison Emmons about the interest on the PLGIT account and she responded 2.4% was the interest rate.

**ELECTRONIC PAYMENTS:** Richard Brown made a **MOTION** that electronic payments will be permitted for payroll taxes, utilities, the credit card and other standard reoccurring payments. Gene Wier seconded the motion and the vote was 3-0 in favor.

**ADOPTION OF ALL PAST RESOLUTIONS & ORDINANCES:** Richard Brown made a blanket **MOTION** to reaffirm adoption of all past resolutions and ordinances. Gene Wier seconded the motion and the vote was 3-0 in favor.

**2019 MEETING DATES AND TIMES:** Richard Brown made the **MOTION** to reaffirm the following meeting schedules for 2019:

**BOS I** – Second Tuesday of each month at LDT Municipal Building at 7:30 PM.

**BOS II Optional Meeting** – Meeting on an As Needed basis the Fourth Monday of each month at LDT at 7:30 PM.

**BOS END-OF-YEAR** – Monday, December 30, 2019 at LDT at 7:30 PM.

This meeting date may be revised to another date.

**PLANNING COMMISSION**– Third Tuesday of each month at LDT Municipal Building at 7:30 PM. As Primary Election Day is on Tuesday, May 21<sup>st</sup>, the PC Meeting will be held on Wednesday, May 22<sup>nd</sup>.

**TASK FORCE MEETING** – Held each month immediately following the PC Meeting. If the PC Meeting is cancelled so too is the Task Force Meeting.

**OPEN SPACE COMMITTEE** – Third Wednesday of the month at the LDT Municipal Building at 5:30 PM on an As Required basis.

**HISTORICAL COMMITTEE** – Fourth Tuesday of each month at LDT Municipal Building at 7:00 PM. The HC does not meet in the months of June, July, August and December.

Gene Wier seconded the motion. The vote was 3-0 in favor.

**2019 HOLIDAY SCHEDULE:** Richard Brown made a **MOTION** to approve the following 2019 Holiday Schedule:

January 01, 2019 (Office Closed)  
January 21, 2019 (Office Closed)

New Year's Day (Tuesday)  
Martin Luther King, Jr. Day (Monday)

May 21, 2019 (Office Closed)  
May 27, 2019 (Office Closed)  
July 04, 2019 (Office Closed)

Primary Election (Tuesday)  
Memorial Day (Monday)  
Independence Day (Thursday)

September 02, 2019 (Office Closed)  
November 05, 2019 (Office Closed)  
November 28, 2019 (Office Closed)  
December 24, 2019 (Office Closed)  
December 25, 2019 (Office Closed)  
December 26, 2019 (Office Closed)

Labor Day (Monday)  
General Election (Tuesday)  
Thanksgiving Day (Thursday)  
Christmas Eve (Tuesday)  
Christmas Day (Wednesday)

December 31, 2019 (Office Closed)  
January 01, 2020 (Office Closed)  
January 06, 2020 @ 7:30 PM

Day after Christmas (Thursday)  
New Year's Eve (Tuesday)  
New Year's Day (Wednesday)  
Organ. & Reg. Mtg. (Monday)

Gene Wier seconded the motion and the vote was 3-0 for approval.

**ADMINISTRATIVE OFFICE HOURS:** Monday through Thursday, 10:00 AM to 1:00 PM – Excluding holidays and if otherwise posted or notified.

Richard Brown made a **MOTION** to approve the above Office Hours, Gene Wier seconded the motion and the vote was 3-0 in favor.

**SALARIES FOR YEAR 2019:** Following discussion Richard Brown made a **MOTION** that salaries for 2019 will be as follows:

	<u>2018</u>	<u>2019</u>
<b>Roadmaster:</b> Darryl King	\$ <u>27.60</u>	\$ <u>28.43 (&gt;3%)</u>
<b>Road Crew:</b> Dalton King	\$ <u>22.66</u>	\$ <u>23.34 (&gt;3%)</u>
<b>Transfer Station Oper.:</b> Richard Simpson	\$ <u>13.46</u>	\$ <u>13.86 (&gt;3%)</u>
<b>Transfer Station Loader Oper:</b> RSimpson	\$ <u>15.00</u>	\$ <u>15.00</u>
<b>Transfer Station Alt.:</b> Charles Wallace	\$ <u>12.07</u>	\$ <u>12.43 (&gt;3%)</u>
<b>Zoning Officer:</b> Bill Beers	<u>\$973.91/Month</u>	<u>\$1,000.00/Mo.</u>
<b>Use / Occupancy Officer:</b> Bill Beers	\$ <u>50.00 per U/O</u>	\$ <u>50.00/U&amp;O</u>
<b>Secretary:</b> Janice Hearne	\$ <u>23.05</u>	\$ <u>23.74 (&gt;3%)</u>
<b>Treasurer:</b> Alison Emmons	\$ <u>26.79</u>	\$ <u>27.59 (&gt;3%)</u>

Gene Wier seconded the motion and the vote was 3-0 in favor.

**MILEAGE AND REIMBURSEMENT:** Richard Brown made a **MOTION** to increase the mileage reimbursement from 54.5 cents per mile in 2018 **TO 58.0 cents per mile in 2019.** Gene Wier seconded the motion and the vote was 3-0 in favor.

**2019 REFUSE/TRANSFER STATION PERMITS:** Richard Brown made a **MOTION** for the cost of the 2019 Transfer Station permits to remain the same as in 2018 at **\$165.00 per household/single family and \$330.00 per multi-household farm.** Gene Wier seconded the motion and the vote was 3-0 in favor.

**PSATS DIRECTIVE:** "...the Board must designate and certify one person to serve as the voting delegate..." at the PSATS Annual Educational Conference, April 14 - 17, 2019 in Hershey, PA. per the November, 2018 PSATS article in Pennsylvania PSATS Township News. Richard Brown made a **MOTION** to designate Lou Simone as the Londonderry Township voting delegate at the PSATS Annual Conference in April. Gene Wier seconded the motion and the vote was 3-0 to approve.

**PUBLIC COMMENT:** There was no public comment.

**MOTION TO ADJOURN:** Richard Brown made a **MOTION** to adjourn the 2019 Organizational Meeting at 7:48 PM. Gene Wier seconded the motion and the vote was 3-0 in favor.

**The BOS I Regular Meeting was convened immediately following adjournment of the Organization Meeting.**

Respectfully Submitted,

Janice H. Hearne, Administrative Secretary