

MIDDLETOWN TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA
JANUARY 6, 2020

Minutes of the Reorganization Meeting of Township Council held on January 6, 2020 at 8:00 P.M. in the Township Administration Building located at 27 North Pennell Road.

Present: Stephen Byrne, Bibianna Dussling, Mark Kirchgasser, Kathleen O'Connell Bell, Susan Powell, Walter "Bok" Read, Andrew Haines, Mark Damico, Esq.

1. OPENING

Mr. Mark Kirchgasser called the meeting to order and led in the recitation of the Pledge of Allegiance to the Flag.

Mr. Kirchgasser asked if anyone was videotaping the meeting. Mr. A.G. Ciavarelli, 301 New Darlington Road, and Eric Friedman, 2 Fallbrook Lane, Glen Mills stated they are taping the meeting.

2. OATH OF OFFICE

1. Kathleen Bell, At-Large.

Judge Strohl asked Ms. Bell to place her left hand on the Bible and raise her right hand. He administered the Oath of Office. Ms. Bell swore to the Oath of Office.

2. Bibianna Dussling, Third District.

Judge Strohl asked Ms. Dussling to place her left hand on the Bible and raise her right hand. He administered the Oath of Office. Ms. Dussling swore to the Oath of Office.

3. Mark Kirchgasser, At-Large

Judge Strohl asked Mr. Kirchgasser to place his left hand on the Bible and raise his right hand. He administered the Oath of Office. Mr. Kirchgasser swore to the Oath of Office.

4. Susan Powell, First District

Judge Strohl asked Ms. Powell to place her left hand on the Bible and raise her right hand. He administered the Oath of Office. Ms. Powell swore to the Oath of Office.

3. ELECTION OF COUNCIL CHAIR AND VICE CHAIR

A. Motion to Appoint Mark Kirchgasser Chairman of Township Council.

B. Motion to Appoint Norm Shropshire Vice Chairman of Township Council.

Mr. Shropshire made a motion to appoint Mark Kirchgasser Chairman and Mrs. Powell seconded the motion. The motion carried with a vote of 7-0.

Mr. Byrne made a motion to appoint Mr. Shropshire Vice Chairman and Mrs. Powell seconded the motion. The motion carried with a vote of 7-0.

4. CONSENT ITEMS/APPOINTMENT OF TOWNSHIP COMMITTEES, BOARDS, CITIZEN POSITIONS.

A. Appointment of Township Solicitor

Mr. Shropshire thanked Mr. Damico, Jr. and his firm Petrikin, Wellman, Damico, Brown and Petrosa for their work for the Township.

Mr. Shropshire made a motion that Mr. Joseph A. Damico, Jr. / Petrikin, Wellman, Damico, Brown and Petrosa be appointed Township Solicitor for the year ending January 4, 2021. He shall be compensated by such fees as are earned in the operation of this office at a monthly retainer of \$1,000 and an hourly rate of \$150 for other legal services. Mr. Byrne seconded the motion. The motion carried with a vote of 7-0.

B. Appointment of Township Engineer

Mr. Shropshire made a motion that Eric Janetka / Kelly & Close, be appointed Township Engineer for the year ending January 4, 2021 and Mr. Read seconded the motion. The motion carried with a vote of 7-0.

C. Appointment of Traffic Engineer

Mr. Byrne made a motion that Andy Parker / McCormick Taylor be appointed Traffic Engineer for the year ending January 4, 2021 and Mr. Shropshire seconded the motion. The motion carried with a vote of 7-0.

D. Establishment of Council Meeting Dates

Mr. Byrne made a motion that the Middletown Township Council will hold regular public meetings according to the scheduled dates below:

All meetings will be held at 7:00 PM in the Township Building unless otherwise advertised: January 13, January 27, February 10, February 24, March 9, March 23, April 13, April 27, May 11, June 8, June 22, July 13, July 27, August 10 August 24, September 14, September 28, October 12, October 26, November 9, November 23, December 14, and Reorganization Meeting, Monday January 4, 2021 at 8 PM. Special meetings may be held as provided for in the Home Rule Charter and Administrative Code.

Mr. Shropshire seconded the motion. The motion carried with a vote of 7-0.

E. Board and Committee Appointments

1. Zoning Hearing Board

Mr. Byrne made a motion that Jacquelyn Goffney, Joe Klodarska and Tom Danzi be appointed respectively as members of the Zoning Hearing Board of Middletown Township for a five-year term expiring January 2, 2025, and the unexpired terms of Kathleen O'Connell Bell expiring January 3, 2022 and Diane Beresford expiring January 3, 2023. Mr. Shropshire seconded the motion. The motion carried with a vote of 6-0-

1. Ms. Dussling abstained.

2. Planning Commission

Mr. Byrne made a motion that Bill Moran and Jeff Koenig be appointed respectively as members of the Planning Commission of Middletown Township for a four-year term expiring January 2, 2024; and the unexpired term of H. "Pete" Schettler expiring January 3, 2023. Mr. Shropshire seconded the motion. The motion carried with a vote of 6-0-1. Ms. Dussling abstained.

3. Parks and Recreation Committee

Mr. Read made a motion that the following persons be appointed as members of the Middletown Township Parks and Recreation Committee for a one-year term expiring January 4, 2021: Sharon Browne, Karen Holm, Matthew Ferry, Joshua Neidich, William Shaw and Nancy Wooding. Mr. Byrne seconded the motion. The motion carried with a vote of 7-0.

4. Sewer Authority

Mr. Read made a motion that John Hanna, III be appointed to serve on Middletown Township Sewer Authority for a five-year term expiring January 21, 2025. Mrs. Powell seconded the motion. The motion carried with a vote of 7-0.

5. Township Representatives to the Library Board

Mr. Read made a motion that Mr. Robert Fyfe and Mr. Timothy Sander be appointed Township representatives to the Library Board for a one-year term expiring January 4, 2021. The motion carried with a vote of 7-0.

6. Business Liaison Committee

Mr. Read made a motion that the following persons be appointed as members of the Middletown Township Business Liaison committee for a one-year term expiring January 4, 2021: Laura Kuchmay, Shirley Booth, Tracey DiSerafino, Todd Zachary, Peter McGuinn and Chris Swartz. Ms. Bell seconded the motion. The motion carried with a vote of 7-0.

7. Fire Apparatus Committee

Mr. Shropshire made a motion to table the appointments and Mr. Byrne seconded the motion. The motion carried with a vote of 7-0.

8. Public Utility Advisory Committee

Ms. Dussling made a motion that Jennifer Nichols be appointed to the Public Utility Advisory Committee for a one-year term expiring January 4, 2021 and Mr. Read seconded the motion. The motion carried with a vote of 7-0.

F. Appointment of Township Zoning Officers.

Ms. Dussling made a motion that the Township Manager and Director of Planning and Development and Planner of Middletown Township shall be appointed Zoning Officers for a one-year term expiring January 4, 2021 and Ms. Bell seconded the motion. The

motion carried with a vote of 7-0.

G. Appointment of Fire Police

Ms. Bell made a motion that the following persons shall be appointed Fire Police of Middletown Township for a one-year term expiring January 4, 2021.

A. Rocky Run Fire Company

1. William Zak, Captain
2. Matthew Biffen, Lieutenant
3. Joseph Bradley

B. Middletown Fire Company

1. David Biordi
2. Tim Cohen
3. George Cummings
4. William B. Eisenhart
5. Kevin Flatley
6. David Schlott
7. Ben De Haven
8. Wayne LaDue

Mr. Byrne second the motion. The motion carried with a vote of 7-0.

H. Establish Bonding Level for Township Treasurer

Ms. Bell made a motion that the Township Treasurer be bonded in the amount of \$1,000,000 and that the premium thereon be paid by the Township, subject to the approval of the Board of Auditors. Mr. Shropshire seconded the motion. The motion carried with a vote of 7-0.

I. Retention of Safe Deposit Box

Ms. Bell made a motion that the Township shall retain safe deposit box 118 at Republic Bank (Media Branch) for the purpose of safe-guarding various Township documents. Mr. Read seconded the motion. The motion carried with a vote of 7-0.

J. Designation of Bank Depositories

Ms. Bell made a motion that the following depositories are authorized to be used for the year 2020; the Finance Director and Manager will be required and are hereby authorized to sign checks and to make withdrawals from these accounts. For accounts designated by an asterisk, the Director of Planning and Development is authorized as an alternate signer to the Township Manager. For accounts designated by a double asterisk, the Sewer Authority Manager and/or any Sewer Authority Board Members will be required to sign checks and to make withdrawals from these accounts. Council reserves the right to use additional depositories during the calendar year 2020 upon passage of a supplementary resolution adding such banks as depositories.

PA LOCAL GOVERNMENT INVESTMENT TRUST (PLGIT)

Recreational Enterprises
Account Park Facilities Fund
Account General Fund Account
Capital Reserve Account

PA SCHOOL DISTRICT LIQUID ASSET FUND (PSDLAF)

General Fund Account
State Aid Account*
Capital Reserve Account*
Fire Apparatus Bond Sinking Fund Account
Sleighton Park Bond Sinking Fund Account
Highway Improvement Fund Account

BANK OF NEW YORK

Sinking Fund/Debt Series 2011 Bond Issue Account
Sinking Fund/Debt Series 2014 Bond Issue Account
Sinking Fund/Debt Series 2010 Bond Issue Escrow Account

SUN EAST FEDERAL CREDIT UNION

Sewer Revenue Account**

FRANKLIN MINT FEDERAL CREDIT UNION

Sewer Revenue Account**

REPUBLIC BANK

Capital Reserve Account* State Aid Account*
Tax Collection Account*
Depository Account
Payroll Account*
Escrow Account*
Sewer-Revenue Account
Smedley Rent Security Deposit Account*
Darlington Valley Escrow Account*# (To be closed in 2020)
Recreational Enterprise Fund Account*
General Fund Account*
F & F Builders Account*# (To be closed in 2020)
Middletown Township TRIO Account

STIFEL

Investment Account

UNIVEST BANKING
Depository Account

- Funds will be transferred to Capital Reserve Account and tracked accordingly.

Mr. Byrne seconded the motion. The motion carried with a vote of 7-0.

Mr. Kirchgasser adjourned the meeting at 8:16 p. m.

Respectfully Submitted,



Sharon Browne