

**THORNBURY TOWNSHIP, CHESTER COUNTY
BOARD OF SUPERVISORS
ORGANIZATION MEETING
MINUTES – JANUARY 5, 2015**

In attendance were Supervisors Bill Reilly, Bob Anthony, Jim Benoit, and Mike Gallagher. Jacqui Guenther, Township Manager; Teresa DeStefano, Township Secretary; and Kathryn Labrum, Solicitor, were also in attendance.

Election of Temporary Chairman for the Organizational Meeting – Bob Anthony motioned to name Jim Benoit Temporary Chairman. Mike Gallagher seconded the motion. All were in favor. Motion carried.

CALL TO ORDER- Jim Benoit called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Appointment of permanent Chair

Jim Benoit motioned to appoint Bob Anthony as Chairman. The motion was seconded by Mike Gallagher. All were in favor. Motion Carried

ELECTION OF OFFICERS FOR 2015

Bob Anthony motioned the approval of the following as officers:

Vice Chairman – Jim Benoit
Police Commissioner – Jim Benoit
Planning Commission Liaison – Mike Gallagher
Historical Preservation Commission Liaison – George Stasen
Park & Recreation Commission Liaison – Bill Reilly
Cheyney University Liaison – Bob Anthony
Township Treasurer – Bill Reilly
C.O.G. Delegate – Bill Reilly
C.O.G. Substitute Delegate – Jacqui Guenther
Voting Delegate to PSATS Convention – Bob Anthony

The motion was seconded by Jim Benoit. All were in Favor. Motion Carried.

TOWNSHIP STAFF

Bob Anthony motioned the approval of the following Township Staff appointments:

Township Manager/Township Secretary – Jacqui Guenther
Assistant Treasurer/Deputy Tax Collector/Bookkeeper – Teresa DeStefano
Assistant Township Secretary, Subdivision & Land Coordinator, Zoning Hearing Board Coordinator, Office Administrator and Planning Commission Secretary – Teresa DeStefano
Roadmaster – Jacqui Guenther

Bob Anthony put forth the following motions for the approval of the following appointments for Thornbury Township:

LEGAL

Township Solicitor for BOS – Kathryn Labrum of Donahue & Labrum
Planning Commission Solicitor – Stacey Fuller of Gawthrop Greenwood, PC
Zoning Hearing Board Solicitor – Patrick McKenna of Gawthrop Greenwood, PC

CONSULTANTS

Engineering – Mike Conrad from Yerkes Associates
Traffic Engineering – Pennoni Associates
Land Planner for the Township – Simone Collins
Emergency Management Coordinator /Fire Marshall – F. David Smiley

BUILDING AND ZONING CODE ENFORCEMENT

Code Enforcement Officer – Jim Dickey/Code Inspections, Inc.
Zoning Officer – Jim Dickey/Code Inspections, Inc.
Building Inspector – Jim Dickey/Code Inspections, Inc.
UCC (BOCA) Board of Appeals – Percy Neall

TAX COLLECTION SERVICES

Earned Income Tax Collector – Keystone Collections Group

BOARDS AND COMMISSIONS

Planning Commission – (Terry Donohue for a 4-year term to expire on 12/31/18, Matt Salerno for a 4-year term to expire on 12/31/18)
Citizen Member of Vacancy Board– (One 1 year Term Expiration - Renee Braun appointed)

BANK DEPOSITORIES

M&T Bank, PLGIT, DNB
Alternate authorized signatures for check signing –Mike Gallagher, Bill Reilly, Jacqui Guenther and Bob Anthony

The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

RESOLUTIONS PROPOSED FOR ADOPTION

Bob Anthony motioned to approve the following Resolutions:

Resolution 2015-1, Authorizing Payment of Routine Obligations
Resolution 2015-2, Authorizing Emergency Coverage
Resolution 2015-3, Authorizing Employees/Supervisors Mileage Compensation
Resolution 2015-4, Authorizing Adoption of Act 44 Disclosure Statement for the Non-Uniform Pension Plan & Establishing the Minimal Municipal Obligation (MMO) amount at \$4,003 for 2015
Resolution 2015-5, Establishing the 2015 Fee Schedule for Township Services

Resolution 2015-6, Establishing the 2015 Tax Collection Service Fee

The motion was seconded by Jim Benoit. All were in Favor. Motion Carried.

TOWNSHIP BOND AMOUNTS

Bob Anthony motioned to approve the following Bond amounts and premium costs:

Treasurer's Bond in the amount \$1,300,000

**Blanket Bond for Township Manager/all staff/supervisors in the amount of \$100,000 with \$1,000 deductible
\$250,000 Township Manager's bond**

The motion was seconded by Bill Reilly. All were in favor. Motion carried.

INDEPENDENT AUDITOR

Bob Anthony motioned to approve the appointment of an independent auditor to perform the audit of the Township's 2014 financial records.

The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

PUBLICATION FOR LEGAL NOTICE - Daily Local News

Bob Anthony motioned to approve the Daily Local News as the Publication for Legal Notices.

The motion was seconded by Jim Benoit. All were in favor. Motion carried.

2015 HOLIDAY SCHEDULE & 2015 MEETING DATES

Bob Anthony motioned to approve the attached 2015 Holiday Schedule & Meeting Dates

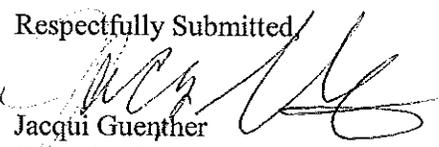
The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

ADJOURNMENT

Bob Anthony motioned to adjourn the meeting at 6:45 p.m.

The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

Respectfully Submitted,


Jacquie Guenther
Township Manager

2015 – HOLIDAY SCHEDULE

Thursday	Jan. 1	New Years Day
Monday	Feb. 16	Presidents' Day
Friday	April 3	Good Friday
Monday	May 25	Memorial Day
Friday	July 3	Independence Day
Monday	Sept. 7	Labor Day
Wednesday	Nov. 11	Veterans Day
Thursday	Nov. 26	Thanksgiving Day
Friday	Nov. 27	Day after Thanksgiving
Friday	Dec. 25	Christmas

Draft 2015 Meeting Dates

	Board of Supervisors	Planning Commission	P & R Commission	Historic Preservation Commission
		7:00 p.m.	7:00 p.m.	7:30 p.m.
Work Sessions 6:00 p.m. / Regular Meetings 7:00 p.m.				
January (Re-Org) - 5	20	12		14
February	3	17	9	5
March	3	17	9	5
April	7	14	13	2
May	5	19	11	7
June	2	16	8	4
July		21	13	
August	4	18	10	
September	1	15	14	3
October	6	20	5	1
November	10	17	9	5
December	1	15	14	3
January (re-org16)	4			

All public meetings are held at the Thornbury Township municipal building located at 8 Township Drive, Cheyney, PA. 19319. Any change in meeting dates or times will be advertised in the Daily Local News.