

**THORNBURY TOWNSHIP, CHESTER COUNTY
BOARD OF SUPERVISORS
ORGANIZATION MEETING
MINUTES – JANUARY 6, 2014**

In attendance were Supervisors Bill Reilly, Bob Anthony, Jim Benoit, and Mike Gallagher. Brody Bovero, Township Manager; Teresa DeStefano, Township Secretary; and Kathryn Labrum, Solicitor, were also in attendance. There were two signed-in guests.

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

William Reilly and James Benoit were sworn in as newly elected members of the Thornbury Township, Chester County Board of Supervisors by Judge William Kraut.

Ron Giacinto and Sandra Conn were sworn in as newly elected auditor for Thornbury Township, Chester County by Judge William Kraut.

Percy Neall was sworn in as newly elected Tax Collector for Thornbury Township, Chester County Board of Supervisors by Judge William Kraut.

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 2014

Bob Anthony motioned the approval of the following as officers:

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

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 – Brody Bovero
Assistant Treasurer/Deputy Tax Collector/Bookkeeper/Permit, Address & Tenant Coordinator – Dee Ann Manley
Assistant Township Secretary, Subdivision & Land Coordinator, Zoning Hearing Board Coordinator, Office Administrator and Planning Commission Secretary – Teresa DeStefano
Roadmaster – Mike Aiello

The motion was seconded by Mike Gallagher. All were in Favor. Motion Carried.

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

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

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

The motion was seconded by Bill Reilly. All were in Favor. Motion Carried.

BUILDING AND ZONING CODE ENFORCEMENT

Code Enforcement Officer – Dan Levengood with LTL Consultants, LTD
Zoning Officer – Duane Brady with LTL Consultants, LTD
Building Inspector – Duane Brady with LTL Consultants, LTD

The motion was seconded by Bill Reilly. All were in Favor. Motion Carried.

TAX COLLECTION SERVICES

Earned Income Tax Collector – Keystone Collections Group

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

BOARDS AND COMMISSIONS

Planning Commission – (4 year Term Expirations – 1 Term Expiration, Ryan Estrada - reappointed)

Planning Commission Recording Secretary – Teresa DeStefano
Park and Recreation Commission - (Three 5 years Term Expirations – Brooks Durham, Lauren Durham - reappointed)
Historic Preservation Commission – (5 year Term Expiration – Dick Webster - reappointed)
Citizen Member of Vacancy Board– (One 1 year Term Expiration - Renee Braun appointed)

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

BANK DEPOSITORIES

M&T Bank, PLGIT, DNB
Alternate authorized signatures for check signing –Brody Bovero, Bill Reilly and Bob Anthony

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

RESOLUTIONS PROPOSED FOR ADDOPTION

Bob Anthony motioned to approve the following Resolutions:

Resolution 2014-1, Authorizing Payment of Routine Obligations
Resolution 2014-2, Authorizing Emergency Coverage
Resolution 2014-3, Authorizing Employees/Supervisors Mileage Compensation

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

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

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

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

\$250,000 Township Manager’s bond

The motion was seconded by Bill Reilly. 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.

2014 HOLIDAY SCHEDULE

Bob Anthony motioned to approve the attached **2014 HOLIDAY SCHEDULE**.

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

2014 MEETING SCHEDULES

Bob Anthony motioned to approve the attached **2014 MEETING SCHEDULES**.

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

ADJOURNMENT

Mike Gast motioned to adjourn the meeting at 6:51 p.m.

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

Thornbury Township, Chester County

2014 – HOLIDAY SCHEDULE

| | | |
|-----------|----------|------------------------|
| Wednesday | Jan. 1 | New Years Day |
| Monday | Feb. 17 | Presidents' Day |
| Friday | April 18 | Good Friday |
| Monday | May 26 | Memorial Day |
| Friday | July 4 | Independence Day |
| Monday | Sept. 1 | Labor Day |
| Monday | Oct. 13 | Columbus Day |
| Monday | Nov. 11 | Veterans Day |
| Thursday | Nov. 27 | Thanksgiving Day |
| Friday | Nov. 28 | Day after Thanksgiving |
| Thursday | Dec. 25 | Christmas |
| Friday | Dec. 26 | Christmas |

**Thornbury Township
Chester County**

Draft 2014 Meeting Dates

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

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.