

**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

ORGANIZATION & BUSINESS MEETING

Minutes of January Organization/Business Meeting

January 3, 2012

REORGANIZATION

1. Call To Order.

The January Organization meeting of the West Whiteland Township Board of Supervisors held at the Municipal Building was called to order by Keith Choper, Chairman at 6:30 p.m. Tuesday, January 3, 2012. Those present besides Mr. Choper were as follows:

Steve Soles	-	Vice-Chairman
George Turner	-	Member
Michael Cotter	-	Township Manager
Pamela Gural-Bear	-	Assistant Township Manager
Joe Roscioli	-	Director of Public Works

2. Pledge of Allegiance

Mr. Choper, Chairman, led the group with the recitation of the pledge of allegiance.

Police Chief Steve Meacham extended thanks to everyone for their attendance in a show of support for John Krisch and Joseph Catov who were each being promoted to the rank of Lieutenant. Chief Meacham expressed a special thanks to all the members of the law enforcement community and to Krisch and Catov the family members in attendance.

Mr. Choper extended special thanks to all of the volunteers who have served the Township now and in the past. On behalf of the Board and the Township, Mr. Choper expressed thanks to retiring volunteers Roberts LeBoutillier, Mermie Karger, and Tom Burke, for their service.

3. Public Comment

There was none.

4. Swearing-in: Supervisor George P. Turner

Mr. Choper welcomed newly-elected Supervisor Mr. George P. Turner to the Board. Mr. Turner was administered the Oath of Office by the Honorable John Bailey. Mr. Turner said it was an honor to represent the residents of West Whiteland Township, and thanked Tom Burke and the volunteers of Area 26 for their help.

5. Organization of the Board of Supervisors

Mr. Turner nominated Mr. Choper as Chairman, and Mr. Soles as Vice Chairman of the Board of Supervisors. Mr. Choper seconded the nominations. The nominations were unanimously approved.

6. Lieutenant Promotions

Mr. Choper announced that Sergeant Joseph Catov and Sergeant John Krisch were promoted to the rank of Lieutenant in the West Whiteland Township Police Department.

Sergeant Catov began his career with the Township in 1978, after serving with the Birmingham Township, PA Police Department and the Beach Haven, NJ Police Department. He served as a uniformed patrol officer until 1990 when he was assigned as a criminal investigator. In 2000, he was promoted to the rank of Detective Sergeant where he oversaw all criminal investigations conducted by the four-person criminal investigations unit. In addition to his duties with the West Whiteland Township Police Department, Sergeant Catov was a field supervisor for Chester County Drug Task Force where his investigative talents lead to numerous arrests and convictions.

Sergeant Catov is a 1976 graduate of West Chester University with a degree in Criminal Justice. He has attended numerous law enforcement schools including the FBI Inter-County Detective School, Penn State's Police Supervisor Training Program, Penn State's Police Executive Development Institute, the Commonwealth of Pennsylvania Undercover Drug Law Enforcement "Top Gun" School, and is certified by the Commonwealth in Class A Wiretapping and Electronic Surveillance. Sergeant Catov is also a graduate of the FBI National Academy in Quantico, Virginia, and has received numerous unit citations. Sergeant Catov is a tremendous asset to the Police Department and the people who live and work in the Township.

Sergeant Krisch came to West Whiteland as a Patrol Officer in 1989 after serving with the West Chester University Police Department. Prior to that he served in the U.S. Army as a Military Police Officer for seven years, much of that time as a Special Agent with the U.S. Army's Criminal Investigation Division. He served in Japan, Panama, and several stateside locations. In November of 1990, Sergeant Krisch was recalled to duty for Desert Shield resuming his Military Police duties until June of 1991 when he returned to the West Whiteland Police Department.

In 1991, Sergeant Krisch was awarded a Commendation for Heroism for his part in saving the life of a motorist trapped in a burning vehicle. In November 1999, he was promoted to the rank of Sergeant where he has supervised one of four patrol shifts as well as the Traffic Safety Unit of the Department. He earned an Associate's Degree in Criminal Justice from Midland's College in South Carolina, and a Bachelor's Degree in Criminal Justice from West Chester University. He is also a graduate of the Penn State P.O.S.I.T. and P.O.L.E.X. courses. Throughout his career with West Whiteland, he has consistently performed at an extremely high level of proficiency and quantity of work and made a substantial contribution to the success of the West Whiteland Township Police Department and the safety of the residents.

The Honorable John Bailey administered the Oath of Office to Lieutenant Joseph M. Catov, Jr. and to Lieutenant John A. Krisch, Jr.

7. Appointments and Administration of Oaths

A. Edward Auble – Auditor

Edward Auble was administered the Oath of Office as a newly-elected Auditor.

B. Jeffrey Glisson – Municipal Services Commission

Jeffrey Glisson was appointed as a new member to the Municipal Services Commission with a term to expire December 31, 2012.

C. Staff and Commission Reappointments, Consultant Appointments

The following appointments were made:

Secretary-Treasurer	Michael A. Cotter
Assistant Secretary-Treasurer	Pam Gural-Bear
Pension Administrator	Michael A. Cotter
Zoning Officer	Michael A. Cotter
Deputy Zoning Officer	John Weller
Assistant Zoning Officer	Mark Moses

Chester County Tax Collection Committee:

Primary Voting Delegate	Michael A. Cotter
First Alternate Voting Delegate	Steve Soles
Second Alternate Voting Delegate	Catherine Kleponis

Solicitor	Law Offices of Lamb & McErlane
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Engineer (Municipal)	Spotts, Stevens & McCoy
Engineer (Sanitary)	Spotts, Stevens & McCoy
Engineer (Inspection)	Barry Isett & Associates
Engineer (Traffic)	Traffic Planning & Design
Planning Consultant	Theurkauf Design & Planning
Planning Consultant (As Assigned)	Thomas Comitta Associates
Historical Commission Consultant	John Milner Associates
Third Party Electrical Consultant	United Inspection Agency

Fire Marshals (1 Year)

Fire Marshal	Mark Moses
Assistant Fire Marshal	David Katzaman
Assistant Fire Marshal	Mark Koenig
Assistant Fire Marshal	George Turner

Municipal Services Commission (4 Year Term)

Laird Duncan	Term Ends	12/31/2015
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Pension Advisory Board (3 Year Term)

Laird Duncan	Term Ends	12/31/2014
Andrew Turner	Term Ends	12/31/2014
Lester Rich	Term Ends	12/31/2014

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Planning Commission (4 Year Term)

Jo Ann Kelton Term Ends 12/31/2015

Vacancy Board (1 Year Term)

Richard Pickering Term Ends 12/31/2012

Zoning Hearing Board (3 Year Term)

Brian Dunn Term Ends 12/31/2014

Pat Layman administered the Oath of Office to all of the appointees to the Boards and Commissions of the Township, Fire Marshals, and General Staff appointments.

Mr. Choper thanked the Finance and Public Works Departments, and the Township Manager and Assistant Township Manager for a job well done on the Township's receipt of a clean liquid fuels audit report.

9. Fees - Resolution 2012-01

The Board of Supervisors reviewed and discussed the proposed Fees Resolution.

A motion was made by Mr. Soles, seconded by Mr. Turner to adopt Resolution 2012-01 setting fees charged by the Township. Mr. Choper called for public comment and there were none. The motion was unanimously approved.

10. Consultant Fees - Resolution 2012-02

Mr. Choper asked that GIS color prints only be generated by Thomas Comitta Associates (TCA) with a prior written authorization from the Township Manager, and that the rate charged for the lighting consultant (Stubbe Consulting) be consistent with that charged by Theurkauf Design and Planning.

A motion was made by Mr. Soles, seconded by Mr. Turner to adopt Resolution 2012-02 outlining fees charged by Township Consultants. Mr. Choper called for public comment and there were none. The motion was unanimously approved.

11. Public Safety - Resolution 2011-03

Mr. Choper amended the proposed Resolution to reference the attachment setting boundaries for the fire and ambulance services.

A motion was made by Mr. Soles, seconded by Mr. Turner, to adopt Resolution 2011-03, as amended by Mr. Choper, appointing the West Whiteland Fire Company to provide fire and rescue services; the Uwchlan Ambulance Corps of Uwchlan Township, Good Fellowship Ambulance Corps of West Chester, and East Whiteland Ambulance of East Whiteland Township to provide ambulance services; and the West Whiteland Police Department to provide police

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protection. Mr. Choper called for public comment and there were none. The motion was unanimously approved.

12. Supervisors 2011 Meeting Schedule

The matter was tabled to the January 11, 2012 Board meeting.

8. Designation of Depositories

Mr. Choper read the following Designation of Depositories:

US Bank	TD Bank, N.A. (Formerly Commerce Bank)
M & T Bank	Pennsylvania Local Government Investment Trust
Citizens Bank	

A motion was made by Mr. Choper, seconded by Mr. Soles, to designate US Bank, M&T Bank, Citizens Bank, TD Bank, N.A., and Pennsylvania Local Government Investment Trust as depositories. Mr. Choper called for public comment and there were none. The motion was unanimously approved.

13. Appointment of Delegates to PSATS 2011 Educational Conference

The matter was tabled to the January 11, 2012 Board meeting.

14. Appointment of Delegates – Chester County Tax Collection Committee – Resolution 2012-05

A motion was made by Mr. Soles, seconded by Mr. Turner to adopt Resolution 2012-05 appointing Michael A. Cotter, Primary voting delegate; Steve Soles, First alternate voting delegate, and Catherine Kleponis, Second alternate voting delegate to the Chester County Tax Collection Committee. Mr. Choper called for public comment and there were none. The motion was unanimously approved.

MONTHLY REPORTS:

Accounts Payable Warrant Report

A motion was made by Mr. Soles, seconded by Mr. Turner, to approve the Accounts Payable Warrant Report dated January 3, 2012, listing check numbers 41200-41292 and 41290, including manual check no. 2468, for a total expenditure of Township funds of \$123,771.39. Mr. Choper called for public comment and there was none. The motion was unanimously approved.

Fire Department Warrant Report

A motion was made by Mr. Soles, seconded by Mr. Choper, to approve the Fire Department Warrant Report dated January 3, 2012 for check #41293 in the amount of \$9,250.00. Mr. Choper called for public comment and there were none. The motion was approved 2-0-1. Mr. Turner abstained.

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MINUTES:

Approval of Minutes: December 14, 2011

Mr. Choper made revisions to the December 14, 2011 minutes.

A motion was made by Mr. Soles, seconded by Mr. Choper to approve the December 14, 2011, minutes as revised. Mr. Choper called for public comment and there were none. The motion was approved 2-0-1. Mr. Turner abstained.

NEW BUSINESS:

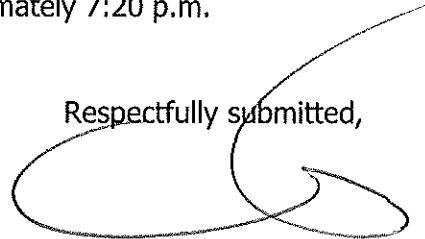
1. Resolution 2012-05 – Disposition of Meeting Tapes

A motion was made by Mr. Soles, seconded by Mr. Turner, to adopt Resolution 2012-05 to dispose of one memory card for the Board of Supervisors meeting of November 30, 2011, and the reformatting of one memory card for the Historical Commission of November 11, 2011 and two mini tapes for the Municipal Services Commission of November 15, 2011. Mr. Choper called for public comment and there were none. The motion was unanimously approved.

ADJOURNMENT

The meeting was adjourned at approximately 7:20 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael A. Cotter", written over a large, loopy scribble.

Michael A. Cotter
Recording Secretary