

**MINUTES OF THE
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL MEETING HELD ON JANUARY 2, 2018**

The Board of Supervisors held their annual organizational meeting on Monday, January 2, 2018. Present for the meeting were supervisors Ray Kolb, W. Atlee Rinehart, Michael Albert Moyer and Anthony Duffy. Karen Nocella participated in the meeting via telephone. Also in attendance was Bernard A. Rodgers, Township Manager and acted as Chairman pro tem.

Mr. Rodgers called the meeting to order at 5:00 p.m. The pledge of allegiance was recited.

1. AFFIRMATION OF THE BOARD OF SUPERVISORS

Mr. Rodgers asked if there are any nominations for Chairman of the Board of Supervisors. Mr. Moyer nominated Mrs. Nocella; Mr. Kolb nominated Mr. Rinehart; Mr. Rinehart nominated Mr. Kolb and Mr. Duffy nominated Mr. Moyer for Chairman. Mr. Kolb declined his nomination. Mr. Duffy seconded the nomination for Mrs. Nocella; however, Mrs. Nocella declined the nomination. Mrs. Nocella seconded the nomination of Mr. Rinehart. Mr. Rodgers called for the vote on the nomination and second for Mr. Rinehart as Chairman. **The motion** carried with a 3-2-0 vote with Mr. Kolb, Mrs. Nocella and Mr. Rinehart voting "aye" and Mr. Moyer and Mr. Duffy voting "nay."

Mr. Rinehart asked for nominations for Vice Chair. Mrs. Nocella nominated Mr. Duffy to the position of Vice Chair and Mr. Moyer seconded the nomination. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Duffy abstaining.

2. AFFIRM SUPERVISORS EMPLOYED BY THE TOWNSHIP

Mr. Moyer moved to affirm Supervisor Rinehart, as a part-time township employee as well as a board member. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Rinehart abstaining.

Mr. Rinehart moved to affirm Supervisor Mr. Kolb, as a township employee as Director of Public Works. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Kolb abstaining.

3. APPOINTMENTS TO OFFICE

Mr. Kolb moved to appoint Mr. Rodgers to the position of Township Manager. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint Mr. Rodgers to the position of Township Secretary and Township Treasurer. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

4. ESTABLISH THE AMOUNT OF THE TREASURER'S BOND

Mr. Kolb moved to establish the amount of the Treasurer's Bond at \$3,000,000. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

5. OTHER APPOINTMENTS

Mr. Duffy moved to appoint **Wisler Pearlstine** as Township Solicitor, represented by Mark Hosterman and approving Wisler Pearlstine's rate schedule per its correspondence dated December 20, 2017. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote. **The motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint **ARRO Consulting, Inc.** as Township Engineer, represented by Brady Flaharty and approving its rate schedule for 2018 pursuant to correspondence dated November 7, 2017 from Mr. Flaharty, P.E. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Natural Lands** as Township Planner, represented by Richard Tralies and its rate schedule for 2018 pursuant to correspondence from Mr. Tralies dated December 15, 2017. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint **McMahon Associates** as Township Traffic Engineer, represented by John Yurick and approve its rate schedule for 2018 pursuant to correspondence from Mr. Yurich dated December 21, 2017. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Barry Isett & Associates, Inc.** as the Code and Zoning Enforcement Officer. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Barry Isett & Associates, Inc.** as the Building Inspector. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **ARRO Consulting, Inc.**, represented by Brady Flaharty, as the Driveway Inspector. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Lance Parson** to the Vacancy Board for a 1-year term. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Kathryn Alexis** to the Planning Commission for a 4-year term expiring 12-31-2021. Mr. Rinehart seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint **Bruce Stephens and Flora Kapp** to the Parks, Recreation and Conservation Committee for 5-year terms. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Scott Fitzgerald** to the Historical Commission for a 3-year term. Mr. Rinehart seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Larry Tietjen and Stephen Schur** to the Open Space Committee at its quarterly meeting scheduled for April 4, 2018. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint **Johnathan Brackbill** as Emergency Management Coordinator for a 1-year term. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Gary Hughes** as the Citizen-at-Large to the Federation of Northern Chester County Communities, **Karen Nocella** as the Supervisor representative (voting member) to the Federation of Northern Chester County Communities and **Kathryn Alexis** as the Planning Commission representative (voting member) to the Federation of Northern Chester County Communities. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Mr. Rinehart** as the Voting Delegate to the PSATS Annual Convention. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint Mr. Rinehart as the representative for the Pottstown Area Regional Council of Governments. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint Mr. Moyer to the Pottstown Metropolitan Area Regional Planning Commission. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint Mr. Duffy as the Police Liaison. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0.

Mr. Kolb moved to appoint **Mr. Rinehart** as Road Department Liaison. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0.

Mr. Moyer moved to appoint Mr. Kolb as General Staff Liaison. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

6. SELECT DEPOSITORIES FOR THE TOWNSHIP'S FUNDS

Resolution No. 2018-01: Naming TD Bank as a Depository for Township Funds

Mr. Rinehart moved to approve Resolution No. 2018-01 naming TD Bank as a depository for township funds. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote. **The motion** carried with a 5-0-0 vote.

7. ESTABLISH REGULAR MONTHLY MEETING LOCATION, DATES AND TIMES

Mr. Rinehart moved to establish the Board of Supervisors meeting dates, times and location as presented and authorize advertising of such. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

BOARD OF SUPERVISORS

(2nd Monday of each month)
(The meetings begin at 7:00 p.m.)

January 8	July 9
February 12	August 13
March 12	September 10
April 9	October 8
May 14	November 12
June 11	December 10

8. SET THE MILEAGE REIMBURSEMENT RATE

Mr. Kolb moved to set the mileage reimbursement rate to be consistent with the rate established by the IRS. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

9. DETERMINE HOLIDAYS FOR NON-UNIONIZED TOWNSHIP EMPLOYEES

Mrs. Nocella moved to establish holidays for non-unionized township employees as presented. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

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| 1. NEW YEAR'S DAY | (JANUARY 1) |
| 2. PRESIDENT'S DAY | (FEBRUARY 19) |
| 3. GOOD FRIDAY | (MARCH 30) |
| 4. MEMORIAL DAY | (MAY 28) |
| 5. JULY 4 TH | (JULY 4) |
| 6. LABOR DAY | (SEPTEMBER 3) |
| 7. THANKSGIVING DAY | (NOVEMBER 22) |
| 8. DAY AFTER THANKSGIVING | (NOVEMBER 23) |
| 9. DAY BEFORE CHRISTMAS | (DECEMBER 24) |
| 10. CHRISTMAS DAY | (DECEMBER 25) |

RECOMMENDATIONS TO THE BOARD OF AUDITORS

Mr. Kolb moved that the Board of Supervisors recommend to the Board of Auditors to set Mr. Rinehart's, part-time CDL Driver, hourly rate for 2018 at \$27.09 per hour for 1/1/18

through 12/31/18. Mrs. Nocella seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Rinehart abstaining.

Mr. Duffy moved that the Board of Supervisors recommend to the Board of Auditors to set Mr. Kolb, Public Works Director's 2018 salary at an hourly rate of \$44.42 to equal annual salary of \$92,400.35 for 1/1/18 through 12/31/18. Mrs. Nocella seconded the motion. Mr. Rodgers requested that the motion be amended to also approve Mr. Kolb's position, Public Works Director, as an exempt position with accumulation of compensatory time on an hour to hour basis and authorize Mr. Kolb's continued participation in the group life, health, hospitalization, medical service and accident insurance plans paid in whole or part by the Township. Mr. Duffy and Mrs. Nocella agreed to amend the motion as made and seconded by them respectively. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Kolb abstaining.

ADJOURNMENT

Mr. Duffy moved for the meeting to be adjourned. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote. Meeting adjourned at 5:25 P.M.

Respectfully submitted,



Bernard A. Rodgers
Township Secretary