

**MINUTES OF THE
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL MEETING HELD ON JANUARY 6, 2020**
(Approved January 13, 2020)

The Board of Supervisors held their annual organizational meeting on Monday, January 6, 2020. 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 David G. Kraynik, Township Manager.

Mr. Rinehart called the meeting to order at 5:00 p.m. The pledge of allegiance was recited. Mr. Rinehart asked Mr. Kraynik if he was in favor of all the professional appointments and Mr. Kraynik said yes.

1. AFFIRMATION OF THE BOARD OF SUPERVISORS

Mr. Rinehart asked if there are any nominations for Chairman of the Board of Supervisors. Mr. Moyer nominated Mr. Duffy for Chairman. Mr. Kolb seconded the nomination. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Duffy asked for nominations for Vice Chair. Mr. Rinehart nominated Mr. Kolb to the position of Vice Chair. Mrs. Nocella seconded the nomination. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

2. AFFIRM SUPERVISORS EMPLOYED BY THE TOWNSHIP

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

3. APPOINTMENTS TO OFFICE

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

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

4. ESTABLISH THE AMOUNT OF THE TREASURER’S BOND

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

5. SELECT DEPOSITORIES FOR THE TOWNSHIP’S FUNDS

Resolution 2020-01 – Naming TD Bank as a Depository for Township Funds

Mr. Rinehart moved to approve **Resolution No. 2020-01** naming **TD Bank** as a depository for township funds. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote. **The motion** carried with a 5-0-0 vote.

6. OTHER APPOINTMENTS

Mr. Rinehart moved to appoint **Wisler Pearlstine** as Township Solicitor, represented by Mark Hosterman and approving Wisler Pearlstine’s rate schedule per its correspondence dated December 10, 2019. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **ARRO Consulting, Inc.** as Township Engineer, represented by Brady Flaharty and approving its rate schedule for 2020 pursuant to correspondence dated December 13, 2019 from Mr. Flaharty, P.E. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Natural Lands** as Township Planner, represented by Richard Tralies and its rate schedule for 2020 pursuant to correspondence from Mr. Tralies dated December 11, 2019. Mrs. Nocella seconded the motion. Mr. Duffy 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 2020 pursuant to correspondence from Mr. Yurich dated December 10, 2019. Mr. Kolb seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

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

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

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

Mr. Rinehart moved to approve **Resolution 2020-02** appointing **Herbein & Company, Inc.**, a Firm of Certified Public Accountants, to Replace the Elected Auditors of East Coventry

Township and Make an Examination of all Accounts of East Coventry Township for Fiscal Year Ending December 31, 2019. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote and **the motion** carried 5-0-0.

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

Mr. Kolb moved to appoint **Paul Lacon** to the Planning Commission for a 4-year term. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Catherine Carney-Horner** to the Parks, Recreation and Conservation Committee for 5-year term. Mr. Kolb seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Larry Tietjen** to the Historical Commission for a 3-year term. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint **Michael Albert Moyer, Robert F. Preston, Leroy Kolb, Arthur Kulp, Roger Kolb** to the Agricultural Security Area Advisory Committee. Mrs. Nocella seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Moyer abstaining.

Mrs. Nocella moved to appoint **David G. Kraynik, William Mossman, Ray Kolb, Gail Brown, Larry Tietjen – Voting Members; Jeffrey Stevenson – Historical Commission Alternate Member; David Stauffer, Jordan C. Rajan, Karen Marshall – Non-Voting Members** to the Fricks Lock Subcommittee. Mr. Moyer seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Kolb abstaining.

Mr. Moyer moved to approve **Resolution 2020-03** appointing **Nancy Elliott-Carter** to the Zoning Hearing Board for a 5-year term. Mr. Rinehart seconded the motion. Mr. Duffy called for a vote and **the motion** carried with a 5-0-0 vote.

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

Mr. Moyer 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. Kolb seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Missy King** as the Spring City Library Board Representative. Mr. Kolb seconded the motion. Mr. Duffy called for the vote and **the motion** carried 5-0-0.

Mr. Moyer moved to appoint **Mr. Rinehart** as the Voting Delegate to the PSATS Annual Convention. Mr. Kolb seconded the motion. Mr. Duffy 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. Duffy 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. Mr. Duffy seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Moyer abstaining.

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

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

7. ESTABLISH REGULAR MONTHLY MEETING LOCATION, DATES AND TIMES

Mr. Kolb moved to establish the Board of Supervisors meeting dates, times and location as presented and authorize advertising of such. Mrs. Nocella seconded the motion. Mr. Duffy 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 13	July 13
February 10	August 10
March 9	September 14
April 13	October 12
May 11	November 9
June 8	December 14

8. SET THE MILEAGE REIMBURSEMENT RATE

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

9. DETERMINE HOLIDAYS FOR NON-UNIONIZED TOWNSHIP EMPLOYEES

Mr. Rinehart moved to establish holidays for non-unionized township employees as presented. Mr. Moyer seconded the motion. Mr. Duffy 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 17) |
| 3. GOOD FRIDAY | (APRIL 10) |
| 4. MEMORIAL DAY | (MAY 25) |
| 5. JULY 4 TH | (JULY 3) |
| 6. LABOR DAY | (SEPTEMBER 7) |
| 7. THANKSGIVING DAY | (NOVEMBER 26) |
| 8. DAY AFTER THANKSGIVING | (NOVEMBER 27) |
| 9. DAY BEFORE CHRISTMAS | (DECEMBER 24) |
| 10. CHRISTMAS DAY | (DECEMBER 25) |

10. Resolution 2020-04 – A Resolution Authorizing Supplemental Appropriations to Certain Revenue and Expense Line Items in the 2019 Township Budgets

Mr. Rinehart moved to approve **Resolution 2020-04** Authorizing Supplemental Appropriations to Certain Revenue and Expense Line Items in the 2019 Township Budgets. Mr. Kolb seconded the motion. Mr. Duffy called for the vote and **the motion** carried 5-0-0.

ADJOURNMENT

Mr. Moyer moved for the meeting to be adjourned. Mr. Kolb seconded the motion. Mr. Duffy called for the vote and **the motion** carried with a 5-0-0 vote. Meeting adjourned at 5:22 P.M.

Respectfully submitted,

David G. Kraynik
Township Secretary